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ECAS Minutes

Academic Senate

Fall 8-19-2022

2022-08-19 Minutes of the Executive Committee of the Academic Senate

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Minutes
Executive Committee of the Academic Senate
August 19, 2022
10:00 - 11:30 am
Approved 8/26/22

Present: Joanna Abdallah, Paul Benson, Sarah Cahalan (Secretary), Anne Crecelius (Vice President), Wiebke Diestelkamp, Samuel Dorf (President), Jay Janney, Grant Neeley, Chris Roederer, Kathleen Webb

Excused: Philip Appiah-Kubi, Camryn Justice, Todd Uhlman

Opening

- Call to order
- Opening prayer/meditation – S. Dorf [[Prayer/Meditation signup here](#)]
- **VOTE:** Approval of minutes from [4/29/22 ECAS meeting](#). Approved by unanimous consent.

Announcements

- Welcome to ECAS. Introductions of those present.
- [Selected Resources for Senate Leadership](#). Folder created by Sam for shared resources, bylaws, policies/procedures for committees; helpful documents on Marianist leadership.
- Next ECAS meeting Friday, August 26, 2022, 10:00-11:30am
- Next ELC Meeting, Monday, August 22, 10:30am-12:00pm, President's Suite. Agenda has been distributed.
- Faculty Meeting September 16, 2022, 3:30-5:00 (Boll Theater)
- Next Academic Senate Meeting, Friday September 23, 2022 (KU Ballroom)
- [UNRC Call for nominees to the President's Commission on the Status of Women](#) to go out soon.
- Board of Trustees Installation of New Members and Dinner [ECAS members are asked to HOLD: 12 October from 4:30 to 8pm for this event. Trustees really enjoy speaking with students and faculty!]
- Summer Meetings Report: President's Council (and retreat), Provost's Council, CSIT. Much of this will be shared at ELC, so held for that meeting.
- University Inclusive Excellence Council (UIEC) has not been meeting as a full council but committee chairs have been meeting, approving and providing feedback on unit plans. Hope to have Tiffany Taylor-Smith and perhaps Lesley Picca present to Senate this fall.
- University Policy Coordination Committee (UPCC). Projects underway to update and overhaul policy language such as HR documents. Examples: gender inclusive language, keeping names of departments up-to-date. Discussion about policy on dining services policy on rolling over unspent funds from spring to fall semester; balancing mission of institution with the staff time/work of managing rollover funds.

New Business

- **DISCUSSION and POSSIBLE VOTE:** Human Resources Advisory Council (HRAC): ECAS Rep for 2022-23. See [HRAC Charter](#) for purpose of the council. See [this graphic for the \(not-quite-up-to-date\) roster of HRAC](#). Question of how often this group actually meets—it is supposed to meet six times a year but do not think it has been meeting that frequently; one job of ECAS representative might be to push for regular meetings. Jay Janney unanimously elected.
- **DISCUSSION and POSSIBLE VOTE:** University Nominating and Recruitment Committee (UNRC): ECAS needs to identify two members for three-year terms. See [UNRC Bylaws](#) and [DOC 2009-01: University Nominating & Recruitment Committee](#). Senate VP serves ex officio on UNRC so Anne Crecelius will serve. Strong list of nominees. Discussion:
 - Question about possible updates to UNRC procedures; agreement that it could be useful for UD faculty to have a bigger picture view of what committee needs might be coming down the line in the coming year or so.
 - Suggestion that call for all groups that need people for the fall be solicited at the same time.
 - Suggestion that all university committees have up-to-date rosters with information about when terms will expire. Is a list of all standing committees readily available on Porches?
 - Agreement to reach out to the list of nominees regarding their willingness/ability to serve and vote next week.
- **DISCUSSION and POSSIBLE VOTE:** Select new representative to [University Elections Committee](#) from ECAS (suggestion from University Elections Committee to have representative from Libraries or Law since they are on ECAS for a 3yr term). This group aids Elise Bernal and Andrea Kozol in running processes such as senate elections or faculty votes. Making sure the by-laws are followed. Chris Roederer volunteered to serve.
 - **DISCUSSION:** CAP 5-year Review and [APC Plans for AY 22-23 \(Draft\)](#). There will be an interim Assistant Provost for CAP following Michele Pautz's move to a new position at UD. Draft plan for APC presented with an overview from APC Chair Anne Crecelius of last year's (year one) report and recommendations (more details at link). Discussion ensued of draft document and APC plans around CAP issues to address in the coming year. Proposed work/timeline for the coming year (year two). Suggestion to divide years by thematic categories in order to give those categories appropriate attention (ex. Advanced Studies courses). Proposal of framework of guiding questions and relevant stakeholders and/or sources of data. Information needed such as percentage of faculty teaching CAP classes; suggestion of need for student feedback and enrollment information, too. Hope for actionable recommendations to come from APC review to address concerns about numbers of actual seats offered in required areas.
 - Concerns about communication to adjuncts, graduate assistants about the goals of the CAP program.

- Need for data around, for example, “double” and “triple” counting courses– interdisciplinary classes that help people graduate in 4 years are great, but we don’t want students to end up in classes they aren’t enthusiastic about because only one thing fits their needs. CAPC is working on a lot of this.
- Reminder from President Sam Dorf: APC can do high-level evaluation of the review process; and the Senate has the power to overhaul CAP as a whole, especially with regards to how the program is administered around campus. Suggestion that APC members could assist program coordinators with evaluation. Agreement from ECAS that this plan is a good roadmap for APC.
- **UPDATE:** Academic Calendar 23-24 has a number of pressure points. Approval is required by 1 November. Conversation to follow next week!
- **DISCUSSION:** Senate priorities and AY21-22 recommendations for AY 22-23 (see *long* list below).
 - Charges to look at next week should include asking APC to continue work on CAP review; charge to FAC to continue work on merging NTT policies.
 - Brief discussion of charges for SAPC. Work around students’ rights and surveillance technology in the classroom, for example? Possible charge to SAPC around what faculty are obligated to provide students, possible review of honor code and reciprocal expectations?
 - Examine Graduate Student life (with attention to international students). UDGlobal concerns – where can there be a discussion of the ethics, academics, finances, UD’s obligations to Shorelight? Academic Senate has not been consulted on this partnership recently.
- **DISCUSSION:** Other agenda items? Good and welfare?

Future Issues/Items and Recommendations for 2022-2023 ECAS:

- Examine Graduate Student life (with attention to international students). Continue exploring the possibility of transitioning away from Midterm Grades and towards universal use of the Student Success Network to provide Midterm Progress Reporting.
- Due to changes in personnel, invite ODI to give an update to ECAS in Fall 2022
- Continue the conversations on Path/Aviate and Academic Curricula Collaborations
- Carryout tasks in response to any CSIT recommendations
- SET Charges that need to be completed (see above)
- CAP 5yr Review Changes from first year (see [APC report on year one of CAP 5yr Review](#)). Note that this 156-page report makes a number of recommendations that require further consultation and Senate implementation.
- Develop a procedure document for programs, centers, and units for invited speakers – Paul Benson’s office is working on a document to circulate for feedback.
- Recruitment strategies (ECAS should take tours to understand what prospective students see)
- Maternity Leave Policy reconciliation with [GERF report](#)
- Continue discussions and work with provost office on advising

- Invite UD Advancement to ECAS in advance of April campaign launch
- Address APC Overburdening and reexamining CAP review and assessment policies/processes.
- FT-NTT Policy revisions that FAC began
- Implementation of UPTP for Units and Departments, and reminder of timeline.
- Update on microcredentials (report due at end of Summer to Provost)
- Ethics around Proctoring software (spyware/turnitin/lockdown browser software)
- Examining solutions to pressures on Academic Calendar for AY23-24 due to timing of Easter.
- Appoint someone to serve on HR Advisory Council in Fall 2022
- Appoint someone to serve on Elections Committee in Fall 2022
- Appoint someone from CAS and LIB/LAW to serve on UNRC starting in Fall 2022.

Task	Assigned to	Consultation Expectation	Work Due	Update

Meeting adjourned: 12:34pm

Respectfully submitted: Sarah Cahalan