

Spring 1-27-2023

## 2023-01-27 Minutes of the Executive Committee of the Academic Senate

University of Dayton. Academic Senate. Executive Committee

**Minutes**  
Executive Committee  
Academic Senate, University of Dayton  
January 27, 2023  
SM113B, 10-11:30am

**Present:** Joanna Abdallah, Philip Appiah-Kubi, Sarah Cahalan (Secretary), Wiebke Diestelkamp, Samuel Dorf (President), Jay Janney, Camryn Justice, Grant Neeley, Chris Roederer, Kathleen Webb

**Excused:** Paul Benson, Anne Crecelius (Vice President), Jennifer Dalton, Todd Uhlman

**Guests:** Carolyn Phelps (for Paul Benson)

**Opening**

- Call to order
- Opening prayer/meditation – Grant Neeley [[Prayer/Meditation signup here](#)]
- VOTE: Approval of [minutes from 1/20/2023 meeting](#). Approved.

**Announcements**

- Next ECAS meeting Friday, February 3, 2022, 10:00-11:30am
- Joint Faculty / Academic Senate meeting, February 3, 2022, 3:30-5:30pm (KU Ballroom)
- Next ELC Meeting Monday, February 27, 10:30am to noon.
- Next Academic Senate Meeting, [24 February 2023](#) (KU Ballroom)
- Board of Trustees Meeting Updates (Dorf, Benson, and Webb)
  - Meeting included faith formation sessions and presentations in Academic Affairs Committee by several members of the Religious Studies faculty.
  - Updates shared at the cabinet meeting included campaign updates from Advancement, Blue Sky updates, work to make campus more welcoming for LGBTQ+ colleagues.
  - Advancement representatives will also present on the campaign at an upcoming ECAS meeting.
- Blue Sky Scoping Progress Updates (Crecelius, Benson)
  - No updates available today.
- Catholic Intellectual Tradition symposium next Monday and Tuesday
  - The list of presentations will be shared with ECAS.

## Old Business

- **UPDATE and DISCUSSION:** [Newly Revised Draft Policy Changes to SET](#) continued conversation ([other materials here](#)). (Janney and Dorf)
  - Team working on policy drafting (name, structure). Expect return to ECAS in mid-February. [Document form UCONN](#).
- Current priorities are coordinating the policy so it is all in one place and organizing it in such a way to make it clear which parts are formative and which parts are evaluative.
- **UPDATE:** University Elections Committee Meeting, [see notes here](#) (Roederer and Dorf)
  - Productive discussion included how the fine arts are represented on the Academic Senate. UEC members were asked about updating ballots so that names are randomized, or at least providing that option on request.
  - Agreement that bylaws need to be developed for this committee. Agreement that better circles of communication are needed. Policies and procedures around elections need to be clearly documented and communicated.
  - A by-laws document should be developed by UEC in consultation with stakeholders, including ECAS.
  - Confusion remains about the reporting line for this committee: is it under the Academic Senate? Is it under the Provost's Office? The President's Office? They run elections across the university, not solely for the Academic Senate.
  - Kathy Webb will check with University Archives about whether there are any other documents about the history of this committee, beyond the memorandum of understanding from 2009.
  - Question about which elections are run by UEC, beyond those run for Senate. Electrons include hearing boards, etc.
  - Comment that if all the candidates in all of these elections are faculty, then UEC is tied very closely to the work of the Senate, even those which are not Senate committees.
  - Mid-March deadline suggested as a deadline for UEC to draft bylaws.
  - A delay of elections for professional faculty (FT-NTT) promotion committees was also discussed at this meeting. The timeline for these elections will be informed by the February 24 Senate vote and the ratification vote of professional faculty (FT-NTT) that is expected to follow.
  - UEC requests that all university voting be completed by March 31.
  - Discussion of participation rate in elections; the current policy draft requires a 50% participation rate for the ratification vote of professional faculty (FT-NTT). The participation rate aligns with the method of how UPTP updates were passed as outlined in Senate

Constitution, and is informed by the goal of professional faculty having agency in decisions that impact them. FAC strongly prefers a 50% participation rate instead of approval by a majority of the people who vote.

- ECAS discussion of pros and cons of requiring a 50% participation rate.
- Current FT-NTT senators and FAC are planning to do significant outreach around this vote.
- Chairs will also need to be involved in outreach around the vote.
- A communications push is especially important for individuals who are not covered by current policies, such as lab instructors, etc., individuals who will now have a path to promotion if this vote passes.
- This vote will also be discussed at the February 3 Joint Faculty / Academic Senate meeting.
- Discussion of proposed name change to “professional faculty,” acknowledging people’s actual titles will not change; this vocabulary change will require some *de minimis* changes to the Senate’s constitution and to the Faculty Handbook.

### **New Business**

- **DISCUSSION and VOTE:** [Revision of draft DOC 2023-01: Midterm Assessment Policy](#)
  - APC has made several changes that take into account the discussions at the Senate meeting January 20.
  - Discussion of the chair’s role in opting specific courses out of midterm grades. If issues arise with too many courses being exempted from this policy, there are checks and balances such as student complaints, deans’ discussions with chairs, and Academic Affairs & Learning Initiatives. Opting out should be rare.
  - The goal is to provide meaningful feedback for undergraduate students.
  - Discussion: information about whether or not there will be a midterm grade should be included in the syllabus, so that students know what the grading structure is ahead of the beginning of the course. Suggestion to APC to add text about the syllabus to the policy revision.
  - ECAS will return to this conversation next week.
- **DISCUSSION and VOTE:** [Revision of draft DOC 2023-02: Students Rights and Responsibilities](#)
  - SAPC had an initial discussion about the suggestions that came out of the January 20 Academic Senate meeting.

- Suggestions include clarifying that Isidore and other university-approved systems are not included in the proctoring/monitoring systems under discussion here.
- One key concern is that students need to be informed about which non-university-approved, third-party systems are being used in their courses. Consultation suggested with UDIT about what systems are “university-approved.”
- Discussion of use of “reasonable alternative” language. The Office of Learning Resources manages legal “reasonable accommodations” in accordance with ADA. But this document is also addressing students’ principled opting out of being monitored by a third-party system.
- This document is not making decisions about what technology is or is not allowed. The goal is for students who feel uncomfortable with specific systems to be able to seek an alternative and, when possible, for faculty to provide an alternative.
- Comment: Students should be informed about what third-party systems are going to be used before the beginning of the course, perhaps noted in the course modality at the point of registration.
- SAPC is asked to revisit the document and clarify the issues raised at the Academic Senate.
- **DISCUSSION and VOTE:** [Draft charge to APC](#) on supporting implementation of [DOC 2019-03](#).
- This charge was tabled for a future ECAS meeting.
- **DISCUSSION:** Other ECAS agenda items for [Spring 2023](#) (See edited list below)
  - Develop a procedure document for programs, centers, and units for invited speakers?
- Tabled.
- **DISCUSSION:** [Draft Senate Agenda for 24 February 2023](#)
- Discussion and agreement that SAPC’s work on monitoring/proctoring systems should wait for the March Senate meeting.
- **UPDATE and DISCUSSION:** APC updates (Crecelius)
- CAP surveys just went out. Please encourage constituents and students to complete these.
- It was noted by Abdallah that graduate students received the undergraduate student surveys. Appiah-Kubi and Cahalan will communicate this to APC.
- **UPDATE and DISCUSSION:** FAC updates (Neeley)
- Tabled until next week.
- **UPDATE and DISCUSSION:** SAPC updates (Janney)
- Tabled until next week.

## **Current Future Issues/Items and Recommendations for 2022-2023**

### **ECAS:**

- Follow up on GERF report and parental leave policy benchmarking with Troy Washington.
- Examine Graduate Student life (with attention to international students)
- Continue the conversations on Path/Aviate and Academic Curricula Collaborations
- Carryout tasks in response to any CSIT recommendations
- Develop a procedure document for programs, centers, and units for invited speakers
- Recruitment strategies (ECAS should take tours to understand what prospective students see)
- Invite UD Advancement to ECAS in advance of April campaign launch
- Workload with [FAC and Faculty Board](#)
- AY24-25 Calendar
- Video Surveillance Policy

### **Past Issues/Items and Recommendations for 2022-2023 ECAS:**

- Continue exploring the possibility of transitioning away from Midterm Grades and towards universal use of the Student Success Network to provide Midterm Progress Reporting. (DOC 2023-02)
- Due to changes in personnel, invite ODI to give an update to ECAS in Fall 2022 (completed)
- SET Charges that need to be completed (On going)
- 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.
- Maternity Leave Policy reconciliation with GERF report (Discussions in Fall 2022)
- Continue discussions and work with provost office on advising (Part of BlueSky)
- Address APC Overburdening and reexamining CAP review and assessment policies/processes. (On going)
- FT-NTT Policy revisions that FAC began (on going)
- Implementation of UPTP for Units and Departments, and reminder of timeline. (on going)
- Update on microcredentials (report due at end of Summer to Provost) Update in Fall 2022
- Ethics around Proctoring software (spyware/turnitin/lockdown browser software) DOC 2023-01)

- Examining solutions to pressures on Academic Calendar for AY23-24 due to timing of Easter. (Update in Fall 2022)
- Appoint someone to serve on HR Advisory Council in Fall 2022 (done)
- Appoint someone to serve on Elections Committee in Fall 2022 (done)
- Appoint someone from CAS and SBA to serve on UNRC starting in Fall 2022. (Done)

Task	Assigned to	Consultation Expectation	Work Due	Update
<a href="#">CAP 5yr Review (year 2)</a>	APC	Multiple	1 April 2023	ECAS update in October
<a href="#">Revisions to FT-NTT Policies</a>	FAC	Unit Deans, FT-NTT Faculty impacted by changes, University Lecturer Promotion Committee, University Clinical Committee	30 November 2022	On 20 January Senate Meeting Agenda
<a href="#">Evaluation and Revision of Student Academics Rights and Responsibilities Policy</a>	SAPC	Unit Deans Offices, Student Government Association, Learning Teaching Center Staff	30 November 2022	On 20 January Senate Meeting Agenda

<a href="#">Midterm Progress Reports</a>	APC	LTC, Unit Associate Deans	1 October 2022	Updated ECAS 30 September  On 20 January Senate Meeting Agenda
<a href="#">Changes to UNRC Request for Nominees Form</a>	UNRC	None specified	1 November 2022	New form shared at ECAS on 11 November 2022
<a href="#">Development of a Stand-Alone Students' Academics Rights and Responsibilities Policy</a>	SAPC	Unit Deans Offices, Student Government Association, Learning Teaching Center Staff, Provost's Office	28 April 2023	

Meeting adjourned: 11:30

Respectfully submitted: Sarah Cahalan