

Spring 2-3-2023

## 2023-02-03 Minutes of the Executive Committee of the Academic Senate

University of Dayton. Academic Senate. Executive Committee

**Minutes**  
Executive Committee  
Academic Senate, University of Dayton  
February 3, 2023  
SM113B, 10-11:30am

**Present:** Joanna Abdallah, Philip Appiah-Kubi, Sarah Cahalan (Secretary), Anne Crecelius (Vice President), Jennifer Dalton, Wiebke Diestelkamp, Samuel Dorf (President), Camryn Justice, Grant Neeley, Chris Roederer, Todd Uhlman,

**Excused:** Paul Benson, Jay Janney, Kathleen Webb

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

### Opening

- Call to order
- Opening prayer/meditation – Chris Roederer [[Prayer/Meditation signup here](#)]
- VOTE: Approval of [minutes from 1/27/2023 meeting](#). Approved.

### Announcements

- Faculty/Senate Meeting Today via Zoom ([Senate slides here](#))
- Staff are also invited to this meeting.
- Dorf will provide overview of the Academic Senate's work-to-date and upcoming priorities, including the work of Senate committees
- Next ECAS meeting Friday, February 10, 2022, 10:00-11:30am
- Next ELC Meeting Monday, February 27, 10:30am to noon.
- Next Academic Senate Meeting, [24 February 2023](#) (KU Ballroom)
- Robin Oldfield will discuss expanded role of audit risk and compliance, in addition to emergency preparedness
- Remaining Board of Trustees Meeting Updates (Dorf, Benson, and Webb)
- The BA in Business Analytics was approved.
- Report from the Academic Affairs Committee included observations about faculty workload and balance.
- No further updates.
- Blue Sky Scoping Progress Updates (Crecelius, Benson)
- The updates will be provided at this afternoon's Faculty/Senate Meeting

### 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.
- **UPDATE:** University Elections Committee Meeting, (by-laws should be complete by 3/15/23)
- **DISCUSSION and VOTE:** [Revision of draft DOC 2023-01: Midterm Assessment Policy](#)
  - Slight changes made based on latest ECAS feedback.
  - Further discussion of language around the communication of those courses which will not have midterm grades required.
  - Discussion of ways to automate how grading information is communicated as part of the course modalities chairs already select; can this be a default field in the course scheduling system (CLSS)?
  - Acknowledgement that some courses do not currently have syllabi, which is an issue since this policy requires certain information to be listed in the syllabus; this should be a future item for Academic Senate but should not affect the language around syllabi in this policy.
  - Provost's Office will consult with Ryan Allen regarding what the CLSS system is capable of doing.
  - **Vote:** Approved for the February 24 Academic Senate agenda.
- **DISCUSSION and VOTE:** [Revision of draft DOC 2023-02: Students Rights and Responsibilities](#).
  - Tabled for a future meeting.
- **DISCUSSION and VOTE:** [Draft charge to APC](#) on supporting implementation of [DOC 2019-03](#).
  - Background shared on how this charge came into existence. It is important that workflows and processes are clear, so that the Academic Senate is automatically included when programs close, when new programs are created, or when there are updates to existing programs.
  - A policy is already in place that ensures the role of shared governance in such changes to programs. However, there have been some incidents of confusion where the policy was not followed.
  - This charge is for the development of a process document to supplement DOC 2019-03, for example ensuring that units are aware of the approval chain, that the approval chain is accurately reflected in the Program Inventory Management (PIM) system, and that relevant positions in the Provost's Office will be identified to execute specific steps.
  - Discussion that the Office of the Registrar could be a valuable consultant and ally in the process, in terms of helping units to understand processes and stakeholders.

- Question about whether this charge covers anything beyond degree programs, such as certificate programs and microcredentials. For example, there are ripple effects on those areas when a program is eliminated.
- Certificates go through PIM but microcredentials do not. A reference to DOC 2018-02 (on certificates) was added to the charge.
- Discussion: Should the charge be updated to cover certificates, minors, concentrations? Perhaps a future goal for Academic Senate should include a more comprehensive program change policy? This has been added to a list of suggestions for next year's ECAS.
- **Vote:** Charge approved to go to APC.

### New Business

- **DISCUSSION and VOTE:** FAC Policy: [Professional Faculty Promotion Policy](#) draft.
  - Background: Two committees and policies are being combined; language is added to bring this policy in alignment with the University Promotion & Tenure Policy's language on diversity, equity, and inclusion; a path for promotion is being created for some professional faculty who do not currently have one.
  - ECAS reviewed the draft and discussed language around service, scholarship, and clinical/professional practice.
  - ECAS reviewed the language around mediation/appeals and discussed current policies around such avenues on campus.
  - Discussion of whether there should be professional faculty representation on the Faculty Hearing Committee on Grievances.
  - Broad discussion of different types of faculty on campus and philosophical issues of faculty solidarity.
  - The composition of the Faculty Hearing Committee on Grievances is beyond the scope of FAC's current charge. But passage of this policy might encourage a future Academic Senate to revisit representation of professional faculty on a variety of university committees.
  - Discussion of whether means of ratification of the policy needed to be included within this document, indicating that the policy will not go into effect until the professional faculty have voted on it. Otherwise, it would automatically go into effect if it passes in Academic Senate. This language could also help guide future changes to the document. These changes were made within section III, "Ratification and Implementation of the University Professional Faculty Promotion Policy."
  - FAC has multiple Zoom and in-person sessions planned in the upcoming weeks with Professional Faculty.

- **Vote:** ECAS approved putting this policy on the February 24 Academic Senate agenda.
- **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 of best way to include the Faculty Board's research and report on workload. The Faculty Board will report to ECAS first (2/10/23) and there will be a subsequent discussion for when it is best to include this work on an Academic Senate agenda.
- **UPDATE and DISCUSSION:** APC updates (Crecelius)
- **UPDATE and DISCUSSION:** FAC updates (Neeley)
- **UPDATE and DISCUSSION:** SAPC updates (Janney)
- **DISCUSSION:** Other agenda items? Good and welfare?
- Discussion of ECAS continuity; there are very few people continuing on next academic year and very few current ECAS members are eligible for leadership next year.
- Update: a racist video was shared with a student and also on various social media platforms. This serves as a reminder that we have made progress as a community but have a long way to go. This is especially hurtful during Black History Month. Equity Compliance is involved. Discussion of how/if to address these issues at the Academic Senate.

### **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 GEF 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
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<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: 11:35

Respectfully submitted: Sarah Cahalan