Spring 3-3-2023

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

University of Dayton. Academic Senate. Executive Committee

Minutes
Executive Committee
Academic Senate, University of Dayton
March 3, 2023
Zoom, 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, Todd Uhlman

Excused: Paul Benson, Jennifer Dalton, Kathleen Webb

Guests: Chris Morrison, Carolyn Phelps (for Paul Benson)

Opening
- Call to order
- Opening prayer/meditation – Camryn Justice [Prayer/Meditation signup here]
- **VOTE:** Approval of minutes from 2/24/2023 meeting. Approved.

Announcements
- Next ECAS meeting Friday, March 10, 2023, 10:00-11:30am
- ECAS not meeting on March 17, 2023.
- Next ELC Meeting Monday, March 27, 10:30am to noon.
- ECAS should share possible agenda items with Dorf.
- Next Academic Senate Meeting, 24 March 2023 (KU Ballroom)
- Honoring Anne's Legacy on Academic Senate (draft resolution, sharing memories at March meeting, other ideas/suggestions?)
- President Spina shared a blog post which includes information about Anne's Celebration of Life, 4pm on March 10, 2023, Chapel of the Immaculate Conception.
- Blue Sky Scoping Progress Updates (Benson)
- It is important that a faculty member be appointed to fill Anne Crecelius's seat very soon. This project is supposed to wrap up in mid-May, with projects emerging from it beginning in the following months.

Old Business
- **UPDATE and DISCUSSION:** DOC 2023-04: Use and Administration of the Student Feedback Tool.
  - Further discussion and finalization of document.

- Work-in-progress with some ongoing edits needed to the implementation section.
- Comment: examples of students feeling pressure to give good feedback due to faculty comments about "my salary depends on this" etc. Is there a way to reflect that this is inappropriate in the "what not to say" section?
- Discussion: there should be no situation where students are given the impression that their feedback is not completely anonymous.
- Comment: the document does say that incentives such as extra credit are inappropriate; but the survey does not address gifts such as donuts or pizza being given out as an incentive to complete the surveys. Does this give one faculty member an advantage over others in terms of their feedback numbers? Discussion: this may be a local issue where a chair needs to step in.
- **DISCUSSION:** Academic Senate role in conversations surrounding PATH/AVIATE program
  o Initial ideas in collaboration with SGA leadership see here.

- Dialogue Zone event 3/2/23. Valuable and productive conversation around ways to improve or even replace the current system. The program has become bigger than it was ever initially planned.
- Co-curricular model was discussed, which would involve both Housing/Residence Life *and* other transcription bodies such as Office of Experiential Learning

New Business
- **DISCUSSION:** Campaign Update (Chris Morrison, VP for Advancement)
- April 19 is the campaign launch, along with Giving Day and the Stander Symposium
- "One Day Like No Other"; planning has been underway for years with marketing, consultation with university leadership, etc.
- Significant funds have already been raised, including matching gifts for Giving Day.
- There are going to be many people on campus April 18-20.
- This is a "comprehensive campaign," not a "capital campaign"; the main priorities are access, experiential learning, academic and faculty excellence for the benefit of UD students. The goals include raising money, of course, but also engagement and participation in the campaign.
- FY17 through this year, many new philanthropic commitments with a dip in FY21 due to the pandemic. There have also been some generous bequest commitments.

- Some specific working goals for the campaign were shared with ECAS, but these remain confidential for now.
- Advancement has made significant progress in encouraging undergraduate philanthropic engagement, also recent graduates.
- April 19: Mass in chapel, virtual kickoff event, Deans' showcases (10am and 2pm), celebration event at noon in Humanities Plaza, campaign launch event; Stander presentations ongoing throughout the day as well.
- What is the faculty role? Faculty are subject matter experts and also provide mentorship and experiential learning for undergraduates. Opportunities to engage donors on April 19 around success stories as well as areas of need/potential impact.
- Request that faculty and ECAS help promote participation in the events of April 19. Also, share impact stories with Advancement. Thank you notes to donors who impact our areas.
- Question for ECAS: suggestions of ways faculty can engage with the campaign?
- Question from ECAS: how do we know who to contact in Advancement? How do we know which donors are coming to events we are running or participating in on April 19? Answer: registration is underway so we should know who is attending given events. Each unit has an advocate who works with the Dean. Development officers will be choreographing the movements of many donors on that day and plan to contact faculty/deans ahead to schedule conversations if relevant.
- Question/observation about different models of scholarship gifts. An endowment that spins off $1,500 per year, for example, might be best directed to some program's needs or experiential learning opportunities, as opposed to a scholarship for an individual student.
- Question: how is Advancement discussing experiential learning with donors? Funding the programs, funding a specific expense for students, offsetting the extra work of faculty? Answer: the best way to make the case is to describe the impact on the students. Donated funds can offset other expenses.
- Information shared with Morisson that faculty workload is front and center on Senate, Faculty Board; acknowledgment of that could be helpful for some audience.
- **DISCUSSION and VOTE:** AY24-25 Academic Calendar Discussions ([see Draft here](#))
- Goal to have this calendar approved by ECAS and then Provost's Council this academic year.
- Approved.

- **DISCUSSION:** [APC Draft Memo](#) on DOC 2018-02 and DOC 2019-03. ([see approval flow chart here](#))
- Work is underway on this project. Carolyn Phelps and Maria Newland joined a recent APC meeting. Consensus that workflows need to clarify that ECAS (and Senate if needed) be included in the process of changes to programs and certificates.
- Decision to create a flowchart that color codes units and steps in the workflow. A draft chart has been created for DOC 2018-02 with one in the works for DOC 2019-03.
- These charts can be appendices for these documents.
- Discussion of the draft flowchart included thanks for the inclusion of external approval when needed.
- Phelps: workflows in PIM and CIM will be updated so that changes cannot get approved without ECAS being involved.
- **DISCUSSION and APPROVAL:** Ballots for ECAS and VP. [Draft communication is here](#)
  - o Jane Koester is working on creating ballots.
- Timeline for communication was discussed. SEHS needs representation so that vote is especially important. The Senate Vice President serves on UNRC and it is important to have an ECAS connection there between now and April 28 at 5pm.
- On April 28, new representatives to ECAS will be elected, along with officers for next year.
- Discussion: none of the three officers of the Senate are returning next year. Very few members of ECAS are eligible to return next year.
- **DISCUSSION:** [Draft Senate Agenda for 24 March 2023](#)
- Discussion, including invitation to Nancy Haskell to join ECAS on March 10 to discuss CAP report.
- Brief discussion of GIA, UD Global, campus experience for international students coming to campus through different programs.
- **DISCUSSION:** [Draft of ECAS End of Year Report with "To Do" list](#) (feel free to add to this document)
- **DISCUSSION:** Other ECAS agenda items for [Spring 2023](#) (See edited list below)
  - o Develop a procedure document for programs, centers, and units for invited speakers?
- **UPDATE and DISCUSSION:** APC updates (Appiah-Kubi)
- **UPDATE and DISCUSSION:** FAC updates (Neeley)
- **UPDATE and DISCUSSION:** SAPC updates (Janney)
- **DISCUSSION:** Other agenda items? Good and welfare?

Current Future Issues/Items and <u>Recommendations for 2022-2023 ECAS:</u>
- Follow up with Troy Washington on Parental Leave Policy consultations.
- 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 <u>Recommendations for 2022-2023 ECAS:</u>
- 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
CAP 5yr Review (year 2)	APC	Multiple	1 April 2023	ECAS update in October
Revisions to FT-NTT Policies	FAC	Unit Deans, FT-NTT Faculty impacted by changes, University Lecturer Promotion Committee, University Clinical Committee	30 November 2022	On 20 January and 24 February Senate Meeting Agenda. Approved.
Evaluation and Revision of Student Academics Rights and Responsibilities Policy	SAPC	Unit Deans Offices, Student Government Association, Learning Teaching Center Staff	30 November 2022	On 20 January and 24 February Senate Meeting Agenda. Approved.

[Midterm Progress Reports](#)	APC	LTC, Unit Associate Deans	1 October 2022	Updated ECAS 30 September On 20 January and 24 February Senate Meeting Agenda. Approved.
[Changes to UNRC Request for Nominees Form](#)	UNRC	None specified	1 November 2022	New form shared at ECAS on 11 November 2022, approved in January 2023.
[Development of a Stand-Alone Students' Academics Rights and Responsibilities Policy](#)	SAPC	Unit Deans Offices, Student Government Association, Learning Teaching Center Staff, Provost's Office	28 April 2023	
[Development of a Process Document to Aid Provost Office, University Registrar, Units and Senate in the implementing](#)	APC	Unit Deans Offices, Registrar's Office, Provost's Office	28 April 2023	

[DOC 2019-03 and DOC 2018-02](#)				

Meeting adjourned: 11:33

Respectfully submitted: Sarah Cahalan