University of Dayton

eCommons

Spring 3-31-2023

2023-03-31 Minutes of the Executive Committee of the Academic Senate

University of Dayton. Academic Senate. Executive Committee

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Minutes
Executive Committee
Academic Senate, University of Dayton
March 31, 2023
SM113B, 10-11:30am

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Present: Joanna Abdallah, Philip Appiah-Kubi (Vice President), Sarah Cahalan (Secretary), Jennifer Dalton, Samuel Dorf (President), Jay Janney, Camryn Justice, Chris Roederer, Kathleen Webb, Mary Ziskin

Excused: Paul Benson, Wiebke Diestelkamp, Grant Neeley, Todd Uhlman

Guests: Carolyn Phelps (for Paul Benson)

Opening
- Call to order
- Opening prayer/meditation – Joanna Abdallah [Prayer/Meditation signup here]
- **VOTE:** Approval of minutes from 3/24/2023 meeting. Approved.

Announcements
- Next ECAS meeting Friday, April 14, 2022, 10:00-11:30am
- Next ELC Meeting Monday, April 24, 10:30am to noon.
- Next Academic Senate Meeting, 14 April 2023 (KU Ballroom)
- Thank You and Congratulations to new VP, Philip Appiah-Kubi!
- Updates on UPCC Parking Policy (data storage reduced from 90 to 30 days)
- All University Leadership Group meeting will be held next Tuesday 4/4, following a special meeting of President's Council 3/30

- discussion of FY24 budget including ongoing cost-saving efforts and macroeconomic issues such as demographic changes and headwinds against higher education. Preliminary budgets are going to be revisited and there may be some difficult choices about priorities. Some discussion of this work will be included on the April 14 Senate agenda.

- Blue Sky Scoping Progress Updates (Benson, Dalton)

- presentation to Chairs Collaborative on Monday 4/3; Academic Senate 4/14

- Task force is integrating and discussing feedback from meetings such as ELC

Old Business
- **DISCUSSION:** Academic Senate role in conversations surrounding PATH/AVIATE program
    - Initial ideas in collaboration with SGA leadership [see here](#).
    - Christina Smith and team are discussing approaches on 12 April
    - Dialogue Zone led mini session at April 28th senate meeting?

New Business
- **DISCUSSION and VOTE:** [DOC 2023-04 extension of current midterm grading policy for one year](#). **Approved.**
- **DISCUSSION and VOTE:** [DOC 2023-05: Use and Administration of the Student Feedback Tool](#) with the intro, questions and scripts moved to appendices.
    - Note: recent changes to document to incorporate elements of previous policies (previous version here: [PREVIOUS VERSION of DOC 2023-05: Use and Administration of the Student Feedback Tool.](#)
- Discussion of which portions of the document are most appropriate to move to appendices versus dwelling in the main text.
- Discussion: move historical information/recordkeeping to appendix and retain some summary text as a brief introduction?
- Some editing-by-committee, wordsmithing, and acceptance of suggestions followed. Work included clarifying the document's rationale for the name change: we obtain feedback from students for a variety of reasons, including as one component of evaluation of teaching.
- Rationale was added that summarized the recent years of work.
- **Approved** for addition to the April 14 Academic Senate agenda.
- **DISCUSSION and VOTE:** [DOC 2006-08 Evaluating Faculty Teaching for the Purposes of Tenure](#)
- Wording in this document needs to be changed to reflect name change SET to SFT.
- There may be other changes needed to this document which are not on the agenda at this time. Revision of this document might be suggested for next year's ECAS.
- Vote to approve amendments to this document for April 14 Academic Senate agenda: **Approved**.
- **DISCUSSION:** Changes to CAP Assessment Updates
    - pause to CAP 4-year reviews as of today was proposed
    - Charge for APC to look at CAP assessment in AY23-24
- Related to the Faculty Board's report and recent presentation on faculty workload, ongoing conversations about workload associated with CAP.
- The process of 4-year reviews is being paused for a year.

- Next year, APC should be charged with developing a simpler process for CAP reviews, remaining in compliance with the Higher Learning Commission. Comment that any assessment should be meaningful and useful for improvement.
- Brief discussion of CAPC representation and how that should correspond with Senate representation (DOC 2010-04 says three members of CAPC must come from Senate).
- Discussion: how would a pause impact courses that are under review right now and due for evaluation next year?
- Suggestion: complete work of 22-23 academic year but pause the process next year. CAPC will be encouraged to bring questions/issues, as they arise, to ECAS. Dorf will communicate this to Asst. Provost for CAP.
- **DISCUSSION and VOTE:** [Draft Agenda 14 April Academic Senate Meeting](#)
- **Approved**
- **DISCUSSION:** [Draft CAP Assessment Report from APC](#)
- ECAS members were tasked to read this report and provide feedback to APC as soon as possible. By 3 April if possible.
- **DISCUSSION:** ECAS and Officer Elections.
- Should there be a means for people to declare interest in/willingness to serve?
- Discussion: an announcement will be made at the April 14 Academic Senate meeting encouraging people to express their interest to members of next year's Senate ahead of voting on April 28 as well as open invitations for 23-24 Senators to attend ECAS meetings.
- **DISCUSSION:** [Draft of ECAS End of Year Report with "To Do" list](#)
- **DISCUSSION:** Other ECAS agenda items for [Spring 2023](#) (See edited list below)
  - Develop a procedure document for programs, centers, and units for invited speakers?
  - Update DOC 2007-05
- **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?
- Brief review of April 28 Senate agenda (draft).
- May 2, 2023 at 3:30pm: Goodbye party for Sarah Cahalan in Torch Lounge

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)
- Workload with [FAC and Faculty Board](#) (March Senate Agenda)
- 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)
- Invite UD Advancement to ECAS in advance of April campaign launch (March 2023)
- AY24-25 Calendar (March ECAS)

- 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; Senate agenda in March
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 DOC 2019-03 and DOC 2018-02](#)	APC	Unit Deans Offices, Registrar's Office, Provost's Office	28 April 2023	Presented at ECAS in March. Does not require Senate approval for implementation.

Meeting adjourned: 11:24

Respectfully submitted: Sarah Cahalan