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Fall 12-15-2023

## 2023-12-15 Minutes of the Executive Committee of the Academic Senate

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**Executive Committee of the Academic Senate  
(ECAS)  
ACADEMIC SENATE  
UNIVERSITY OF DAYTON  
2023-2024**

**MEETING MINUTES**

FRIDAY, December 15, 2023  
1:30-3pm – SM 113B

**President:** Erin O'Mara Kunz

**Vice President:** Allison Kinney

**Secretary:** Jon Fulkerson

**Members:** Ali Carr-Chellman, Garrett Conti, Jen Dalton, Wiebke Diestelkamp, Jon Fulkerson, Tim Gabrielli, Colleen Gallagher, Kayla Harris, Precious Henderson, Allison Kinney, Erin O'Mara Kunz, Joel Pruce (Faculty Board), Andrea Seielstad, Darlene Weaver

**Present:** Ali Carr-Chellman, Garrett Conti, Wiebke Diestelkamp, Jon Fulkerson, Tim Gabrielli, Colleen Gallagher, Allison Kinney, Erin O'Mara Kunz, Joel Pruce, Andrea Seielstad, Darlene Weaver

**Absent:** Jen Dalton, Kayla Harris, Precious Henderson

**Guests:** David Wright, Lee Dixon, Meaghan Henning

**Opening**

- Call to Order 1:33 (E. Kunz)
- Opening prayer/meditation (Erin Kunz) [\[Prayer/meditation sign up here\]](#)
- **VOTE:** approval of [minutes from December 1, 2023 meeting](#)
  - Approved by unanimous consent.

**Announcements**

- December 18, 2023: Next ELC meeting, 10:30-12, KU Presidential Suite
  - Canceled.
- January 5, 2024: First ECAS meeting of semester, 12:30-2, SM 113B
  - Note the new meeting time for Spring.
  - We will finalize the agenda for the next Academic Senate meeting at this meeting.
- January 17, 2024: Critical (i.e., important) Conversations Tour begins
  - Darlene Weaver, Eric Spina, and Andy Horner will be gathering feedback in person from various units.
- January 19, 2024: Next Academic Senate Meeting, 3:30-5:30, KU Ballroom
- A new committee is being formed to address when credits become non transferrable, i.e., "stale credits".
  - Usually old coursework.
  - The committee mainly consists of associate deans from the units, but needs a representative from Senate (preferably APC).
  - General discussion of possible names.
- Last ECAS meeting for Colleen Gallagher, who will be ending her temporary appointment to senate.
  - ECAS thanks Colleen for her contributions this semester.

**Priority Agenda Items**

- **DISCUSSION:** Faculty Teaching Reflection [Draft](#) from LTC (David Wright & Lee Dixon, co-chairs of faculty development committee)
  - See page 3 of [DOC 2023-05](#), II.2.a.

- New reflection tool required by DOC 2023-05.
- Draft version prompts faculty to reflect on the feedback received from students, but encourages faculty to be concise (100-300 words).
- Lee and David are here to receive feedback from ECAS on the document.
  - Will encourage faculty to think formatively about student evaluations.
  - Will provide a structured way for promotion and tenure committees and department chairs to see how a faculty member has developed through time.
- Q: Will this be for everyone across campus and have they been consulted?
  - A: Associate deans have been or will be consulted on this, but not currently sure of the stage of consultation across campus.
  - A: The form would be common to everyone on campus, but units and departments can add additional questions for reflection.
- Q: Will faculty have to focus on the actual SET feedback?
  - A: Form prompts them to discuss SET results or any other student feedback.
- General discussion about workload, the impact of the SET on underrepresented groups, interpreting broad themes in SET, and consistency with intent of changes.
- **DISCUSSION:** April 8, 2024, Solar Eclipse and Classes
  - [Timeline of Eclipse](#)
  - UD will be in the path of the totality and it is anticipated to have a pretty big impact on the area.
    - Likely will have a huge influx of visitors to Dayton.
    - Some K-12 schools will cancel.
    - Likely to be gridlock on the interstate.
    - Hotels are booked throughout the area.
    - Expect high internet usage and more people on campus.
  - There is a committee working on how best for the university to respond. Provost Weaver provided additional information:
    - Several committees working on this event, including educational opportunities and fun activities for students and guests.
    - Messaging will be coming for faculty as they prepare spring syllabi to encourage faculty to “compose calendars thoughtfully”; class assignments, staff events, speakers, etc.
    - The university is trying to encourage a community atmosphere on campus for this event.
    - For the most part, classes should meet outside the window of the eclipse. The university will encourage a specific “viewing window” (likely 1pm-4pm), where faculty may wish to make alternative arrangements to having a normal class meeting.
    - Messaging will focus on preparedness so that staff and faculty will be aware of potential issues they may need to address. For example, traffic, childcare, appointments.
    - Faculty and staff with individual needs related to the eclipse should contact their supervisor.
  - Messaging will come out before Christmas break to help prepare syllabi.
  - General discussion about the expectation for class meetings on this day and the impact if the university decided to cancel classes.
  - General agreement to push the viewing window later than 4:00 pm.
- **DISCUSSION:** [Undergraduate Course enrollment threshold](#)
  - E. Kunz: If it is a university policy she believes this needs to be a Senate policy.
    - Considering assigning this as a charge to SAPC based on the current SBA policy.
    - The provost’s office is supportive of this approach.
  - SAPC chair (T. Gabrielli) sees this as appropriate to the committee.
  - Comment: A draft of the policy was presented at a School of Engineering leadership meeting. And they identified several school-specific issues. Also raised a concern on how it is communicated to faculty and students.
  - Discussion about what happens to faculty who have a section canceled; need for tools for forecasting student enrollment; and impact on equity.
  - General agreement that this should be a charge for SAPC in January.
- **DISCUSSION:** Debrief from 12/8/23 SSC200 discussion and next steps
  - [Chairs’s Slides, 12/8](#)

- Correction from prior discussion: Any changes must be long term changes. We would not be able to make the long term change by February. However, we can still identify an approach on how we want to move forward and communicate this to chairs before finalizing schedules for Fall and Spring.
- Comment: Suggestion that this be connected to BlueSky and maintain the current SSC 200.
- Discussion regarding the actual CAP requirement. There are other ways to deliver the CAP requirement besides SSC 200. Social Science departments may wish to deliver the content differently. Important to meet the CAP requirement, but not necessarily through SSC 200.
- Will continue this discussion in the Spring, but goal today was to get a sense of the direction we want to go.

The following items were tabled until the next meeting of ECAS:

- **DISCUSSION:** Debrief from 12/06/23 BlueSky Experiential Learning and Learning Partner Models meeting
  - [Powerpoint slides from presentation](#)
  - [Video of presentations](#)
- **DISCUSSION:** Bias-Related incidents
- **DISCUSSION:** January Academic Senate Meeting agenda [draft](#)
- **DISCUSSION:** Office of Academic Research and ECAS
- **DISCUSSION:** Faculty Compensation in excess of 100% Annualized Base Salary ([DOC 2018-06](#)), Faculty Employment Outside the University ([DOC 2018-07](#)), and the [Policy for Extra Compensation for Employees Supported by Sponsored Research Programs](#) (Erin Kunz)
  - [Overview of proposed revisions](#)
  - [Memo on Outside Employment Policy 2018 \(1\).docx](#)
  - [Memo on Additional Faculty Compensation \(1\).docx](#)
- **DISCUSSION:** Program approvals in PIM workflow
  - [Certificate in Geographic Systems](#), proposal change (optional course added)
  - [Certificate in Autism](#), deactivation request from registrar (no longer offered)
  - [Co-Major in Neuroscience](#), addition (builds upon Neuroscience minor option)
    - Suggested [Language](#) to be added to the Academic Catalog for CAS

Meeting adjourned at 3:57 PM.

Respectfully submitted by Jon Fulkerson, Secretary of the Academic Senate.