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2008-10-31 Minutes of the Academic Senate

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Approved
UNIVERSITY OF DAYTON
DAYTON, OHIO
MINUTES OF THE ACADEMIC SENATE
3:00 p.m., October 31, 2008
Kennedy Union West Ballroom

Senators Present: D. Biers, C. Bowman, L. Cook, D. Darrow (presiding), B. Duncan, C. Duncan, T. Eggemeier, R. Frasca, H. Gauder, J. Greenlee, J. Huacuja, P. Johnson, N. Jolani, R. Kearns, G. Knape, T. Lasley, L. Laubach, R. Marek, F. Martin, H. McGrew, M. Moss, A. Reichle, S. Richards, A. Seielstad, L. Snyder, S. Swavey, K. Trick

Senators Absent: A. Abueida, P. Benson, T. Brady, M. Daniels, G. Doyle, J. Firestone, V. Jain, A. Jipson, L. Kloppenberg, D. Poe, J. Saliba, M. Shank

Guest: D. Bickford, M. Brown, J. Carter, J. Farrelly, D. Pair, K. Senulto, J. Untener

1. Opening Prayer: Senator C Duncan opened the meeting with a prayer
2. Roll Call: Twenty-seven of thirty-nine Senators were present.
3. Minutes: The minutes of September 26, 2008 were approved as written.
4. Announcements: President Darrow read the following statement: I encourage all of you and your constituents to consider a United Way pledge. The Dayton metropolitan area needs our help more now than it has in the past and these needs, as you might expect, will continue to grow as the economy continues to weaken. The University of Dayton has a long tradition of rendering aid in such extraordinary situations and I ask that you consider a gift to continue this tradition.

If you need more motivation, just consider that Sinclair and Wright State are way ahead of us!

5. Joyce Carter was introduced. She thanked Lloyd Laubach for all of his work in helping make the recent health screenings by Health Works so successful. About 800 UD employees took advantage of the opportunity. There will be an article in *Campus Report* soon. She made a brief presentation on the health benefits for next year. She emphasized that, compared to CUPA institutions, our health care program is still a “good deal.” There is less than a 10% increase in costs for next year. UD is gradually moving towards an 80-20 split in the charge for health care. The current year is 85-15 and next year will be 84-16. She noted that there are no changes in benefits except the addition of dental guards under the dental plan. UD will be moving to My Cafeteria Plan as the provider for managing health spending accounts.

6. The Faculty Affairs Committee will be taking up work on the issue of stopping the tenure clock. In preparation for that work, the Senate held a brief discussion of the issues involved. Joe Untener reviewed aspects of our current policy. He noted that when the document was developed in 2003, UD was ahead of many other institutions on this issue. A key feature of our policy is that it is triggered by a third-party standard, FMLA. He noted several issues that will need consideration during the current review. If eligibility for stopping the clock comes up very shortly before the tenure decision is to be made, this can cause problems. When a person needs to declare whether or not to stop the clock is also an issue. People should not be forced to make too early a decision, but they should not be able to make the decision well after the

leave taken. There are questions as to whether or not a review should take place while the clock is stopped. There are questions as to how work accomplished while the clock is stopped is to be counted. There are questions as to whether or not the clock can be stopped for non FMLA reasons, such as a Fulbright grant. He also noted that implementing the default of stopping the clock is difficult because there is not clear communication about the need in every circumstance.

In the discussion, Senators noted that stopping the clock should not have a stigma attached to it. It was noted that faculty need to be informed about the policy and chairpersons also need to be educated about how to implement the policy. It was asked if temporary foster care, rather than semi-permanent foster care, could trigger the stopping of the clock. Prof. Untener was not sure about that issue. It was noted that the *Faculty Handbook* contains other policies about the tenure clock, such as giving credit for years of service at another institution. It was suggested that this also be part of the current review. It was suggested that FACAS look at the AAUP policy in the course of the review. It was suggested that the policy should be clear that it is not to be used to simply allow research to be accomplished or to retain faculty longer than the tenure period without the granting of tenure. It was asked if things such as administrative responsibilities or additional teaching responsibilities could also be used to trigger stopping the clock. It was suggested that FACAS should consider standards that would address the situation when someone might choose not to stop the clock. Since that person would have had a leave, there would not be evidence of teaching for that period.

Senator Darrow suggested that FACAS should look specifically at:

- Standards for what it means to stop the clock, such as whether or not reviews take place and how work done during the period counts.
- The tenure clock more broadly, identifying all places in the *Faculty Handbook* that deal with the clock.
- The timing for when the decision to stop the clock should be made. It may need to be made after a leave, but the window of time for the decision should have a limit.
- Non FMLA issues that might trigger the stopping of the tenure clock.

7. Standing Committees Report

a. Academic Policies Committee -- Senator C. Duncan read the following report: The APCAS has begun the feedback process for the "Common Academic Program" working paper. The document has been posted to the Senate webpage with a form for posting electronic feedback, <http://academic.udayton.edu/senate/cap/index.htm>. The Chair of the APC has also personally received some feedback which has been shared with the Committee.

We have conducted two Open Forums so far on Tuesday, October 28th in KU 310 from 12-2 p. m. and Thursday, October 30th in KU 222 from 2-3 p.m. In addition to APC members, there were 6 members of the faculty present at the first and 8 at the second forum.

Two additional Open Forums are scheduled for Monday, November 17th in KU 222 from 12-2 p.m. and Wednesday, November 19th in KU 222 from 12-2 p.m.

The tentative deadline for feedback is December 12th, 2008, although submissions will be accepted afterward.

The question was raised about gathering feedback from students. Senator Duncan indicated that they were working on a process for this. Senators are encouraged to communicate with their constituencies and request input on this issue.

b. Faculty Affairs Committee – Senator Laubach read the following report:

The FACAS has been asked by the ECAS to suggest or make recommendations for potential changes to the currently existing (Senate Document No. 04-06) Faculty Maternity Leave policy. We have used quantitative and qualitative data that were derived from the 2008 Faculty Maternity Leave Policy survey that was primarily developed by Lisa Rismiller with guidance from the FACAS, extensive feedback from female faculty who have been directly or indirectly impacted by the Faculty Maternity Leave policy, and a report that was presented to FACAS by Associate Provost Joe Untener during our meeting of September 23, 2008. We have also looked at the following web sites for further information:

<http://facadminaffairs.udayton.edu/index.htm?matleave>

<http://facadminaffairs.udayton.edu/index.htm?matleaveprocedures>

<http://facadminaffairs.udayton.edu/index.htm?matleavefaq>

<http://campus.udayton.edu/~hr/hrwebsite/Benefits/handbook/Faculty/leave.htm#FacMatLeave>

Interpretation and analysis of this information has led to the “drafting” of a revision to the currently existing Faculty Maternity Leave Policy. The FACAS hopes to have this proposal ready for presentation to ECAS by no later than November 17, 2008.

It was asked how women had been identified for consultation. It was noted that the survey was the primary tool for consultation, but that a number of faculty have attended the meetings of FACAS and have put forward concerns and suggestions.

It was asked what specific revisions are under consideration. Those issues include summer deliveries, stopping the tenure clock, whether to include non-tenured or tenure-track faculty such as those on multiple year contracts, the development of a review board, the importance of promulgation and education. It was suggested that the policy should clearly set out the possibility of re-negotiating an agreement if the circumstances of the situation change.

c. Student Academic Policies Committee – Senator Kearns read the following report:

The SAPCAS has been discussing two issues:

Student Assessment of Faculty Teaching

During the 07/08 academic year, the SAPCAS and FACAS were asked to review a draft proposal of a new student assessment tool submitted by Senator George Doyle. This document had undergone four separate drafts during the 07/08 academic year, the last of which is under review by the SAPCAS. In discussions to date, the SAPCAS identified that one of the major problems with student assessment of faculty teaching is that students across all units are not provided an adequate explanation as to how the assessment tool is currently used by departments and individual units at the university. The recommendation has been made that a script be prepared which can be read by representatives of each department/program detailing how the assessment is used in the evaluation of both tenured and non-tenured faculty, as well as full time and part time instructors. The belief is that with this new information, the overall effort by students critically evaluating faculty would become more meaningful.

It was also pointed out that certain academic units have employed the on-line administration of a teaching evaluation form for use by their respective departments in evaluating faculty for tenure and promotion. A recommendation was made that the SAPCAS explore the merits of this novel approach. At our next meeting Dr. Lloyd

Laubach, from the Department of Health and Sports Science, will discuss the merits of using an on-line assessment document.

An additional topic open for discussion is the formation of a subcommittee within the SAPCAS that will work with members of the FAC to review the recommendations of the Wilhoit document. Additionally, the committee was encouraged to explore the possibility of having an outside agency assist us in the development of a new assessment tool.

The Honor Code/Pledge

It has been brought to the attention of the SAPCAS that the Honor Code/Pledge that was passed at the April 2008 Academic Senate meeting (Doc 05-01) was presented to the 2012 entering class during orientation, but that few if any other students at UD are aware of the new policy. Additionally, the document is not readily available for review and/or discussion by faculty or students. The concern is how the policy will be implemented if only a few students are aware of the new policy. The recommendation was made that the document be made easier to find on the UD webpage, that currently it is buried within the Provosts website. The Honor Code/Pledge was also not printed in the current edition of the student handbook that was distributed in August 2008.

The new Honor Code is in the student handbook; it includes both a full code and the pledge. <http://campus.udayton.edu/~studev/studenthandbook/PDF/Academics.pdf>

Deb Bickford offered to fund bringing in an expert to consult on the issue of student evaluations. It was noted the Fred Pestello had made a similar offer in the 2007-2008 academic year. There was considerable discussion as to the best order to do the work on the evaluations. Some Senators emphasized the importance of understanding the data on such processes before developing a new form or implementing new ways of administering the current form. Others believed that it was important to move ahead on some of these processes. It was also noted that departments do have “scripts.” Senator Darrow will provide the Committee with an example.

In relationship to the Honor Pledge, the suggestion was made that the Provost send faculty a reminder each semester to include the pledge or a link to the policy on academic dishonesty in syllabi.

d. The Executive Committee—Senator Darrow provided the following report: ECAS has been involved in the following activities over the last month:

Discussing part-time faculty issues with Senator McGrew, who represents the part-time faculty. This discussion will continue.

Launching a process, with the assistance of the Provost’s office, to inventory areas of the Faculty Handbook in need of updating. Jim Farrelly has graciously agreed to work with Associate Provost Untener on this important issue.

Reviewed, with the assistance of the registrar, the university’s timeline for withdrawing from course with no record and withdrawing with a record of “W”. After the discussion we concluded that changes to the current timeline were not warranted.

Continued discussions on how to increase faculty involvement in Senate activities. In connection with this, worked with the Provost's office to create an additional opportunity for individuals to provide feedback on the draft CAP report via the web.

Dr. Farrelly announced that the Meeting of the Faculty Association would be on, "To gladly 'serve' and gladly teach?: How Can We Explain the Faculty's Diminishing Service Commitment to the University Community?" The meeting is in KU Ballroom on Tuesday, November 18, from 12:00-1:30 p.m., and a box luncheon, courtesy of the Provost, will be served. Discussion starters are Associate Provost Untener, Dean Lasley, Janet Bednarek, Faculty Board Representative, and Lloyd Laubach, ECAS Representative.

The request was made that name tents be made for the Senators so that everyone will know who is speaking.

8. Adjournment: Moved and seconded, the meeting adjourned at 4:35 p.m.

Respectfully submitted,

Patricia A. Johnson