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2002-04-11 Minutes of the Executive Committee of the Academic Senate

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UNIVERSITY OF DAYTON
DAYTON, OHIO

MINUTES OF THE EXECUTIVE COMMITTEE OF THE ACADEMIC SENATE

April 11, 2002 – 12:00-1:00 p.m. in SM 113B

PRESIDING: Brian Conniff

SENATORS PRESENT: Bartley, Conniff, Dandaneau, Dunne, Gerla, Good, Hall, Hallinan, Morman, Pedrotti, Pestello, Sharma

1. Opening Prayer: B. Conniff read a passage from the *Eulogy for Duke Ellington* by Quincy Troupe.

2. Roll Call: Twelve of twelve members were present.

3. Approval of ECAS Minutes for April 4, 2002: The April 4, 2002 minutes were approved as written.

4. University Committees Appointments: J. Owen was invited to the meeting. She compiled a list of committees that fall under the Academic Division. The ECAS decided to ask for a full list of committees on campus that faculty can serve on. Suggestions made to facilitate this process were:

- Appoint a full-time administrator who would take responsibility for continuous membership with some kind of review from either the ECAS or a faculty group.
- Ask each committee what they do. Some committees have certain rules and regulations that must be followed along with people on the committee with expertise in that area.
- Send a survey to the lead person of each committee asking for a description of what they do, how they select the membership, how often they meet or when was the last time this committee met. This survey should be put together by late August or early September.
- Someone should review the existing committees to check legitimacy of committees and the possibility of redundancy between committees.
- Once a year post a list of committees on a web site or fac/staff with a link. This would give all faculty, old and new, a chance to review the committees available and choose where they would like to serve.
- The *Faculty Handbook* has a list of committees included.
- Will ECAS solicit faculty or will the responsible/lead person make recommendations to ECAS? Will the ECAS forward faculty interested in a particular committee to the lead person?
- The lead person for a committee should have the opportunity to solicit his/her own members. The length of service by a committee member should be determined.

- Department Chairs should be aware of the committees in order to recommend positions available on a committee to new faculty, or tenure track faculty looking for service.
- Make the list available at the new faculty orientation/workshop in the fall.
- Make clear that the committees the ECAS has listed now is in the Academic Division.
- Post what information the committee has on the Senate web site now.

5. Committee Issues/Reports: H. Gerla, Chair of the *Faculty Affairs Committee*, stated that a small group of this committee met and they decided that the leave of absence for one semester or giving notice could stop the tenure clock.

J. Dunne, Chair of the *Academic Policies Committee*, distributed copies of the first two pages of “Revision of Section V, Administration of the University’s General Education Policy, April 1991” that contained minor editorial revisions. This proposal will be presented to the Academic Senate on April 19, 2002.

S. Bartley, Chair of the *Student Academic Policies Committee*, did not report.

6. Graduate Review: For ECAS’s information, the Provost’s Council approved the February 12, 2001 Graduate Program Review. A directive from a memo dated October 5, 1999 by J. Geiger that the schedule be shared with the ECAS is no longer in existence and the ECAS will no longer be involved.

7. Scheduling Summer Courses: Since there will no longer be an August graduation starting in 2003, there will more flexibility in summer course schedules. This will give the departments the opportunity to extend the length of a course, initiate workshops, and e-learning and technology can be used more effectively. The Deans are encouraged to work with faculty to bring creative ideas to classes. The APC was assigned to look into this matter.

8. Academic Calendar: Scenarios for the academic calendar for 2003-2004 were distributed. The ECAS was asked its preference whether to start classes in the fall of 2003 on a Monday or a Wednesday. The group decided that Scenario Two option (starting classes on Wednesday, August 27) would be the best, but questioned why a scenario with a start date of Tuesday, August 28 wasn’t listed. ECAS did not have a preference for the winter 2003-2004.

9. Academic Senate Meeting on April 19: The agenda for the April 19 Academic Senate meeting will be:

- Reports from committees (summary of activities to be distributed)
- “Revision of Section V, Administration of the University’s General Education Policy, April 1991” Proposal

The meeting was adjourned at 1:00 p.m.

Respectfully submitted by J. Rogatto