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2014-02-28 Minutes of the Executive Committee of the Academic Senate

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Approved
Minutes of the Executive Committee of the Academic Senate
February 28, 2014
SM113B, 9:30-10:45 AM

Present: Paul Benson, Harry Gerla, Linda Hartley, Emily Hicks, Carissa Krane, Terence Lau, Ed Mykytka, Carolyn Roecker Phelps, Joseph Saliba

Absent: Abdullah Alghafis, Phil Anloague, Dominic Sanfilippo

Guests: Pat Donnelly, Sheila Hassell-Hughes

Opening prayer/meditation: C. Phelps opened the meeting with a prayer.

Minutes: The minutes of the February 21, 2014 ECAS meeting were approved with corrections.

Announcements:

- Next meeting - March 14, 2014, SM 113B, 9:30-10:45 AM
- March 7th is mid-term break so ECAS will not meet.
- Update on status of voting software issue— The Senate is satisfied with the current software. T. Skill will evaluate the current software for compliance to UDiT security standards.
- FES on consultation today noon-1:15 pm in KU 331
- J. Saliba announced that the new IBM major is being expedited through approvals process.

Reports

APC: E. Mykytka reported that the committee had not met since the last ECAS meeting. The subcommittee working on a policy for undergraduate certificates modeled after the policy for graduate certificates will meet today (February 28th).

FAC: L. Hartley reported that the committee met yesterday to discuss the nondiscrimination and anti-harassment policy. The discussion was very good and Lori Shaw indicated that she is very receptive to input about the policy and processes. The committee's conversation will continue and a list of concerns and recommendations to ECAS. There are implications for the standing faculty committees on grievances and academic freedom. The FAC will review the by-laws of each committee in light of the new nondiscrimination and anti-harassment policy. The committee will also be reviewing the new prohibited conduct policy, the research conduct policy from UDRI, and the forthcoming intellectual properties policy.

SAPC: T. Lau reported that the committee met Monday to continue their work on the issue of dismissal for academic misconduct. They will be meeting with Debra Monk to learn more about the student review board process.

Next steps for the student-run business policy were discussed. Student development policies go through the President's Council, but this encompasses academic issues as well which go through the Provost's Council. Our goal will be to have the proposal ready for the April Academic Senate meeting.

Old Business:

Evaluation of administrators: A new draft was disseminated but the discussion of the draft was postponed. J. Saliba provided an overview of the current processes for evaluating administrators who report to the Provost and the Provost himself. The "Provost Direct Report Annual Review" form is used to guide a discussion about the last year's goals and metrics, highlighting other significant accomplishments and setbacks. The top three goals and metrics for the next year are outlined along with any short-term initiatives not included in the top three goals. The Provost's narrative review of performance and future are also included on the form. P. Benson stated that the annual reviews are primarily focused on the how the unit is progressing, noting that the success of the unit and the success of an administrator are linked.

J. Saliba stated that every two years a 360 review including the supervisor, peers, direct reports, and others as appropriate is completed. For Provost Saliba this list includes the President, Vice-Presidents, all direct reports (Deans, Associate Provosts, etc.), Chair of Board of Trustees, Chair of the Faculty Affairs Committee of the Board, and others to a total of 50-60 people. The results are compiled and benchmarked in a detailed report by an outside firm who administers the survey. The developmental plan is discussed by supervisor and employee. The 360 review focuses on the individual's performance rather than unit goals.

There was general agreement among ECAS that the number of faculty involved in a Dean's 360 review should be reviewed because the current percentage (10%) recommended by the outside firm is considered too low. J. Saliba agreed that the missing piece was the involvement of others.

New Business:

Degree and Department policy: E. Mykytka gave an overview of the proposal (DOC 2014-04) from the APC. The proposal is a reorganized version of a previous document that outlines the proposal and approval processes for actions pertaining to degree programs and academic departments. This document also includes actions pertaining to majors. There was general agreement among ECAS that the reorganization was helpful. L. Hartley asked about changes to academic programs. P. Benson stated that changes to academic programs would be administrative decisions within one unit which would not need Senate approval. T. Lau asked why minors, emphases, certificates, etc. were excluded. A separate proposal for certificates is in process. The question whether minors, emphases, concentrations, etc. should be addressed in the certificates proposal was discussed. The option of a different, but similar document separate from the certificates proposal was also discussed. E. Mykytka stated that the APC was using defining certificates as something that could stand alone while concentrations, emphases, etc. do not stand separate from major. L. Hartley stated that a lack of clarity and definitions for these offerings was an issue for their recent accreditation. T. Lau stated that Enrollment Management and Registrar should also be involved in the conversation. Existing classes could be repackaged to meet student and market needs. J. Saliba and P. Benson mentioned the current trend of the awarding of badges primarily in community colleges and state schools.

A motion to move DOC 2014-04 *Actions pertaining to degree programs and academic departments* to the Academic Senate was made by H. Gerla and seconded by L. Hartley. The motion was approved.

Report on Inclusive and Intercultural Excellence: Sheila Hassell-Hughes gave an overview of the report and noted that the committee modified the original charge to use the phrase "inclusive and intercultural excellence." The report outlines guiding assumptions and working terminology, a vision for inclusive and intercultural excellence at UD, intercultural learning goals, and recommendations for the future. S.

Hughes acknowledged the frustrations centered on domestic diversity and the challenges of a more international student population. The report also addresses compositional diversity and campus climate issues. The report suggests commitments for faculty and university structure including enrollment strategies, climate survey, an implementation group, and communication plan.

J. Saliba thanked the team for their hard work on a topic that needs more focus. He expressed concern with some misalignment with CAP and proposed changes to strategic goals. The Board of Trustees has stated that no changes to the goals be made. However, the recommendations can be incorporated into the initiatives and tactics. P. Donnelly stated that it was important to get a dialogue on terms and definitions going. T. Lau stated that an underrepresented population could be very different in the School of Business Administration than in the College, for example. S. Hughes commented that we are constantly reinventing and rarely move into implementation and assessment phases. The normal cycle is plan, implement, assess. P. Benson stated that it is too early to say what next steps might be. Some key Senate issues need to be addressed first. J. Saliba stated that a campus-wide conversation needs to take place sooner rather than later.

Agenda for 3/14/14 Senate meeting: A motion to approve the Senate agenda as written was made by L. Hartley and seconded by P. Benson.

A Senate proclamation will be prepared to acknowledge the work of the campus grounds crew for their hard work during the harsh winter weather.

The meeting was adjourned at 11:00 A.M.

Respectfully submitted by Emily Hicks

Work in Progress

Task	Source	Previously assigned	To	Work due	Due
Consultation	ECAS	ECAS	ECAS	Open communication	ongoing
Department Processes	ECAS		APC	Proposal	
Instructional staff titles	Provost's office		FAC		
Information Literacy			ECAS	Charge	
Change in Constitution	ECAS				
Dismissal for academic dishonesty	SBA		SAPC		
Evaluation of administrators	Senator		ECAS		
Anti-discrimination policy	Legal		FAC, SAPC		
Student-run businesses	SBA		SAPC		
Illegal, Dishonest, etc. Policy	HR		FAC		
Misconduct in	UDRI		FAC		

Research and Scholarship Policy					
Tasks ongoing					
CAP Competency Committee oversight	Senate		APC	Hear monthly reports	
UNRC			ECAS	Hear monthly reports; Emily Hicks, chair	
Summer tuition	Faculty		SAPC	On hold until tuition model is further developed	