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2014-08-22 Minutes of the Executive Committee of the Academic Senate

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Approved
Minutes of the Executive Committee of the Academic Senate
August 22, 2014
SM113B, 9:00-10:30 AM

Present: Phil Anloague, Paul Benson, Jim Dunne, Harry Gerla, Linda Hartley, Emily Hicks, Carissa Krane, Laura Leming, Kathy Webb,

Absent: Erin Brown, Ed Mykytka, Dominique Yantko

Guests: Corinne Daprano

Opening prayer/meditation: L. Leming opened the meeting with a meditation.

Minutes: The minutes of the April 25, 2014 ECAS meeting were approved.

Announcements:

- Update on Dean search committees: P. Benson announced that the composition of the two search committees would be finalized soon. He stated that the information provided by the UNRC process ECAS used to solicit nominations of faculty was very helpful, especially in providing a diversity of faculty roles to committee composition. The knowledge of a person's interest and willingness to serve was also beneficial to the process. P. Benson also stated that ECAS' request for only one committee member per department was challenging, but ultimately a wise one. C. Krane stated that the role of ECAS was to provide transparency to the recruitment process. The limitations of recruiting faculty during the summer were acknowledged as was the necessity of summer recruiting in some situations. Once the committee memberships are set, E. Hicks will notify the nominees who were not chosen and those who provided nominations via the UNRC process.
- ELC meeting to discuss academic climate survey results will be held Monday, August 25, 2014 from 9:30 – 11:30 am in KU 316. Materials will be provided at the meeting.
- C. Krane requested that the dates and times of the standing committee meetings for the fall semester be set by the next ECAS meeting (Friday, August 29, 2014).

Reports

APC: No report.

FAC: No report.

SAPC: No report.

L. Hartley suggested that standing committee reports be submitted to the Senate in a standardized format. C. Krane will ask the committee chairs to discuss.

Old Business:

No old business was discussed.

New Business:

CAP Report Due to Senate: J. Dunne provided a handout with an overall timeline of CAP development to date and a tentative timeline for a report due at the end of the second year of CAP implementation. He suggested that the CAPC provide a plan to ECAS proposing what the report should contain. A discussion about the definition of “thorough evaluation” mandated by the CAP document ensued. It was acknowledged that there are limitations to the type of evaluation that can be performed before CAP is fully implemented; however there is assessment data for some classes taught by professors who participated in the cohorts. P. Benson stated that it is important to have preliminary evaluation data for the upcoming HLC accreditation. C. Krane requested that the proposal be sent to ECAS by the end September, if possible.

CAP Composition: J. Dunne reported that CAPC needs several new members to replace members who are rotating off the committee. Representatives from Engineering, Social Sciences, Sciences, and students are needed. A handout outlined the possible steps of a process to make appointments to CAPC. The APC needs to choose a replacement for an opening on CAPL (CAP leadership). P. Benson requested that the first and second bullets be reversed so requests for new members go to the Assistant Provost and Associate Deans before the Deans since they are the people who know who has participated in the CAP process. C. Krane stated that the current CAPC already has two senators so only one more is necessary at this point. L. Hartley and others questioned the rationale of choosing CAPC members only from the small number of faculty who have had a proposal accepted and/or taught a CAP class. Membership on CAPC could potentially be a way to grow the reach of CAP by involving faculty who have not worked with CAP yet, but have an interest in doing so in the future. K. Webb suggested that the current process for appointing members to CAPC may be more complicated than necessary and that a simplified process be considered at some point.

Action items: 1. APC will find a replacement for the CAPL committee. 2. C. Krane will draft a letter to Sawyer Hunley about the ECAS’ discussion and next steps.

Senate Parliamentarian Appointment Process: After questions were raised and some investigation, C. Krane has determined that there is no process for appointing a Senate Parliamentarian. P. Benson proposed four possible options:

1. Former Senator with experience in Senate matters
2. Law faculty with experience in parliamentary matters
3. Open call via UNRC
4. Explore possible role of Faculty Board

After discussion, ECAS decided that any full-time faculty member would be eligible. H. Gerla will draft a position description outlining requirements such as attendance at all Senate meetings, including special meetings of the Senate. The Senate Parliamentarian is a non-voting position. The draft and process will be discussed at the next ECAS meeting.

Academic Scheduling Task Force: P. Benson stated that the ad hoc task force had determined that implementing a schedule change to accommodate travel to and from the CPC for Spring 2015 would be premature and asked ECAS appoint a group to develop a data collection plan, collect data, and report back by December 15, 2014. This group would be tasked to study and analyze what happens this semester and make recommendations for implementation for Fall 2015. P. Benson acknowledges that this timeline is not ideal, but significant lead time is required to make changes to the composite. Additional time for data collection would mean a Fall 2016 implementation. He stated that scheduling is one of the single most complicated processes to implement.

The issue of committee composition was discussed. P. Anloague explained that there is no magic bullet to solve the issues. He proposed a small working group to collect data, inviting people from Public Safety, etc. as needed.

L. Hartley asked about the role of the Senate in making the decision to change the schedule or not. P. Benson stated that the final decision would not be made by the Senate. ECAS will need to decide how the issue would be handled by the Senate. C. Daprano asked if there was a willingness on the part of the city to add additional signage, etc. to help the situation. P. Benson said that the situation has been exacerbated by the construction on Main Street. Other suggestions included ticketing for jaywalking, bridges/tunnels, and additional crosswalks, particularly between Irving and Caldwell Streets.

P. Anloague and L. Hartley volunteered to lead the discussions on scheduling and co-chairing a small committee.

C. Krane quickly reviewed the rest of the agenda items and stated that they will be carried over to next week. E. Hicks is stepping down as ECAS rep on the UNRC and the Elections Committee and replacements are needed. E. Hicks is a current member of the HRAC as the University Libraries rep and has been functioning as the ECAS rep as well. In order to increase the number of faculty on the HRAC, ECAS needs to appoint someone else. The composition of HRAC is being expanded to include three additional faculty members as well. E. Hicks stated that it would be important for one or more of those faculty reps are from the College since it has the largest population of faculty.

C. Krane stated that the President, Provost, and possibly the chair of the Board of Trustees will report on the Board activities to the Senate on October 17th. The issue of faculty representation on Board committees was discussed. P. Benson announced that D. Curran would be happy to facilitate informal interactions (lunches, coffee, etc.) between faculty and the Board.

C. Krane briefly reviewed three possible policy proposals that may be submitted to the Senate for consideration during this academic year.

P. Anloague requested that the development of a subcommittee to look at changes to constitution be added to a future agenda.

The meeting was adjourned at 10:45 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
Instructional staff titles	Provost's office		FAC		
Information Literacy			ECAS	Charge	
AS Constitution revision	ECAS		ECAS		
Policy for academic certificate programs			APC		
Dismissal for academic dishonesty	SBA	SAPC	Deans' Council		
Anti-discrimination policy	Legal		FAC, SAPC	Comments/recommendations	
Leadership for Educational Systems	SEHS				
Academic scheduling task force	ECAS		ECAS	Report	12/15/14
Tasks ongoing					
CAP Competency Committee oversight	Senate		APC	Hear monthly reports	
UNRC			ECAS	Hear monthly reports	
Summer tuition	Faculty		SAPC	On hold until tuition model is further developed	