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2014-08-29 Minutes of the Executive Committee of the Academic Senate

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Approved
Minutes of the Executive Committee of the Academic Senate
August 29, 2014
SM113B, 9:00-10:30 AM

Present: Phil Anloague, Paul Benson, Erin Brown, Jim Dunne, Harry Gerla, Linda Hartley, Emily Hicks, Carissa Krane, Laura Leming, Ed Mykytka, Kathy Webb, Dominique Yantko

Absent: None

Guests: None

Opening prayer/meditation: E. Hicks opened the meeting with a prayer.

Welcome to Student representatives: C. Krane welcomed Erin Brown (Graduate Student) and Dominique Yantko (SGA) to ECAS followed by brief introductions of each ECAS member.

Minutes: The minutes of the August 22, 2014 ECAS meeting were approved with corrections.

Announcements:

- Next ECAS Meeting Friday Sept 5, 9:00-10:30, SM 113B
- A sign up sheet for leading prayer/meditation/reflection at ECAS meetings was circulated. C. Krane will provide reminders a week in advance
- Fall Faculty Meeting Friday Sept 5, 3:00 pm in Boll Theatre
 - C. Krane will present a brief overview of the ECAS/Senate actions that occurred over the summer and upcoming tasks
- Leslie Picca will represent ECAS at CCPD meetings
- Linda Hartley will serve as Senate/ECAS rep and member of the SET implementation committee
- Aaron Altman will serve double duty on the FAC as a Senator and as a Faculty Board representative. Jason Bourgeois will serve as the Faculty Board representative to the APC. All Faculty Board representatives to Senate committees are non-voting members unless they are also serving as Senators.
- Dean of Law and Dean of College of Arts and Science Searches: P. Benson announced that the search committee membership for both searches had been determined and will be announced in the near future. Each committee will have 7 faculty members with one of those faculty members serving as the chair of the committee as well as 5 members from outside the unit faculty. P. Benson reiterated that the ECAS/UNRC process to gather nominations worked well. He acknowledged that in a few cases, the nomination pool did not include all the desired dimensions of diversity which necessitated expanding beyond the lists provided by ECAS. Sue Trollinger will chair the search committee for the Dean of the College with Kathy Webb representing ECAS on the committee. Jim Durham will chair the search committee for the Dean of the Law School with Harry Gerla representing ECAS on the committee. The representatives from Isaacson, Miller will be on campus in the near future to gather data and consult with constituents about the searches. It was acknowledged that there were a few faculty who were

not satisfied with the process used to solicit nominations. However, most feedback received was positive. H. Gerla stated that the overwhelming consensus from Law faculty was that the ECAS/UNRC process worked well. J. Dunne asked about the timetable for a Provost search. P. Benson stated that his contract as Interim Provost was for two years to provide some stability given the two dean searches. The timing of a search for a new Provost is President Curran's decision.

- Joyce Carter and Beth Schwartz will present information about the 2015 health care plan decisions at the September 19th Academic Senate meeting. Representatives of HR and TIAA-Cref will attend the October 17th ECAS meeting to discuss some possible new retirement options to gauge interest.
- The October Academic Senate meeting will include a Board of Trustees meeting debrief with senior university leadership.
- Schedule and Location for Standing Committee meetings
 - FAC—H. Gerla announced that the FAC scheduling is in the works.
 - SAPC: First meeting Monday Sept 22 at 9:00 am in HM 257; plan to meet once every two weeks
 - APC:
 - **Proposed APC Meeting Schedule**
 - Sept 9: 2:00-2:50 PM
 - Sept 23: 1:30-2:45 PM
 - Oct 14: 1:30-2:45 PM
 - Oct 28: 1:30-2:45 PM
 - Nov 11: 2:00-2:50 PM
 - Nov 25: 1:30-2:45 PM
 - Dec 9: 2:00-2:50 PM

Old Business:

No old business was discussed.

New Business:

CAP-C Membership: C. Krane initiated a lively discussion about the process to appoint faculty to the CAP-C and maintain the mandated Senate representation. The process is proving to be very complicated and needs to be clarified. ECAS approved a membership recommendation from Interim Dean Jason Pierce and C. Krane will forward the recommendation to Sawyer Hunley, Assistant Provost for CAP.

Senate Parliamentarian Appointment Process: A draft document outlining the responsibilities of the Senate Parliamentarian such as attendance at all Senate meetings, including special meetings of the Senate was discussed. The Senate Parliamentarian is a non-voting position. A motion was approved to accept the document with revisions. The proposed process will be on the September 19th Academic Senate agenda.

Academic Scheduling Task Force: L. Hartley and P. Anloague (co-chairs) reported that the task force membership has been finalized to include Patsy Martin, Paul Vanderburgh, Trisha Hart, and Lindsay Elrod. The meeting schedule has not been finalized yet. The plan is to meet every other week and bring in representatives from facilities and public safety as needed. P. Benson noted that there had not been any reports of problems during the first two days of classes and that the chapel renovations are generating more complaints at this point. Three elevators will be operational by 7:30 am to accommodate the increased student/faculty/staff population. An additional elevator is being renovated,

but there is no timeline for completion yet. L. Hartley stated that there are unique issues for students in music and the arts. The task force is charged with accessing needs, studying the data, and making recommendations for possible solutions.

ECAS Representation on University Committees: C. Krane announced that P. Anloague will be the new ECAS representative on the Human Resources Advisory Council (HRAC). After some discussion, it was decided that the FAC will review the documentation for the UNRC and the Elections Committee to determine the membership guidelines. E. Hicks will continue as chair of the UNRC and a member of the Elections Committee until FAC has finished its review.

Review of Action Items for each of the Standing Committees based on 2013-2014 year-end reports: C. Krane briefly reviewed the following action items for the standing committees and requested clarification on several items to determine where an issue was in the process.

- SAPC: Academic and Disciplinary Probation/Suspension and Education Abroad
Student Political/Electoral Activities Policy
Dismissal for Academic Dishonesty (Note: Paul Benson will review notes from April 2014 Dean's Council meeting at which this policy was discussed)
Anti-discrimination policy
- APC: University Policy for Academic Certificate Programs.
CAP (common academic program) and the CAP committee (APC subcommittee.) Membership, planning for 2 year evaluation.
- FAC: Review documentation for the UNRC and Elections Committee to determine membership guidelines—specifically regarding ECAS membership requirement.
Instructional staff titles: Clinical faculty
Anti-discrimination policy
- ECAS: Revisions to the Academic Senate Constitution
Review of Administrators
Information Literacy
Academic Scheduling Task Force

The meeting was adjourned at 10:35 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		
Dismissal for academic dishonesty	SBA	SAPC	Deans' Council		

Policy for academic certificate programs			APC		
Anti-discrimination policy	Legal		FAC, SAPC	Comments/recommendations	
Leadership for Educational Systems	SEHS				
Academic scheduling task force	ECAS		ECAS	Report	12/15/14
Review ECAS/Senate representation on Elections Committee	ECAS		FAC		
Review ECAS/Senate representation on UNRC	ECAS		FAC		
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	