

10-17-2014

2014-10-17 Minutes of the Executive Committee of the Academic Senate

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University of Dayton. Academic Senate. Executive Committee, "2014-10-17 Minutes of the Executive Committee of the Academic Senate" (2014). *ECAS Minutes*. Paper 325.
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Approved
Minutes of the Executive Committee of the Academic Senate
October 17, 2014
SM113B, 9:00-10:30 AM

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

Absent: Linda Hartley

Guests: Corinne Daprano (Faculty Board), Joyce Carter (HR), Beth Schwartz (HR), Rich Lynch (TIAA-CREF), Kelli Jordan (TIAA-CREF), Maria Ollier Burkett (Leadership UD)

Opening prayer/meditation: H. Gerla opened the meeting with a prayer.

Minutes: The minutes of the October 3, 2014, ECAS meeting were unanimously approved.

Announcements:

- Joint Academic Senate/Educational Leadership Council meeting on Friday, October 17, 2014, 3:00 pm in KU East Ballroom.
- ECAS will have time scheduled with the candidates during on campus visits for the VP of Finance and Associate Provost for Faculty and Administration positions. It is expected that ECAS will also have time with the candidates for the two Dean positions sometime early next semester.

Consultation:

TIAA-CREF (Teachers Insurance and Annuity Association – College Retirement Equities Fund) representatives, Rich Lynch and Kelli Jordan, spoke about retirement planning options available to UD employees. It is estimated that most people will need 70-90% of their current yearly income to live comfortably in retirement. Few people save the recommended 15% of income to reach that level by retirement. They understand that retirement planning is difficult, particularly for women. Their Women to Woman2Woman program has been very popular at UD. These events are held in partnership with HR and the Women’s Center. Sixty-nine percent of women who attend increase their retirement contributions. At UD, the population of contributors to TIAA-CREF is approximately 50% female and 50% male. However, women contribute only 34% of the overall contribution amount. The UD participation in individual counseling services has increased. On-campus sessions are held weekly from January through July and twice a month from August through December. Free financial advising service is also available to participants. 199 faculty and staff members use this service currently. They are willing to speak to smaller subsections of the university population if desired. C. Daprano expressed interest in a presentation to the SEHS faculty. Upcoming events include more Woman2Woman programs and a program called Stay Smart for individuals age 59 and up. 58% of new entrants to TIAA-CREF are Gen Y. They offer web-based programs targeting this population with particular attention to paying off student loans. P. Benson suggested that they contact Kathy Harmon in Financial Aid. They passed out packets with more information including an anonymous survey to send back to them. J. Carter mentioned that the university implemented auto-enrollment for new employees a few years ago with an opt-out option. Few people opt out which has helped contributions increase. New employees are auto-enrolled at the 5% level which is the starting level for matching funds from the university.

Reports from Committees and Faculty Board:

Academic Policies Committee: E. Mykytka reported that the committee met on Tuesday, October 14, 2014, to continue discussion of the CAP review proposal. A small sub-committee is drafting a procedures document for appointments to the CAP committees. He expects to have a draft of the proposal for a two-year review of CAP along with committee feedback to ECAS for next week's meeting. This review is like a MID (Midterm Instructional Diagnosis) for CAP.

Faculty Affairs Committee: H. Gerla reported that the committee met on Tuesday, October 14, 2014, to continue discussion how to reconcile the bylaws of the two faculty hearing committees with the university-wide nondiscrimination and anti-harassment policy. David Sipusic, Title IX/504 Coordinator and Equity Compliance Officer, attended the next meeting.

Student Academic Policies Committee: L. Leming reported that the SAPC continues discussion of the Academic Dishonesty policy procedures. The next meeting is Monday, October 20, 2014.

Faculty Board: C. Daprano announced that the theme for the upcoming Faculty Association meeting on November 13, 2014, KU Ballroom at 11:30 AM will be "CAP and the Faculty: Prospects and Challenges" and will include a panel comprising Sawyer Hunley, Juan Santamarina, and Don Pair with Q&A. The Faculty Board sent a letter thanking Joyce Carter for HR's consultation on health care. They also sent a letter to the Bursar's Office on behalf of a faculty member to inquire about changes to the timing of payments. A call will go out asking for faculty volunteers for the following sub-committees: Salary, Benefits, and Rights & Governance.

Old Business:

Academic Scheduling Task Force: P. Anloague reported that the surveys had been released on Thursday, October 16, 2014 and they had already received 230 responses from undergraduate students taking classes in Fitz Hall, 790 from other undergraduate students, and 197 from undergraduate teaching faculty. The survey will close on Thursday, October 23, 2014. L. Hartley reported that she had given the Chairs Collaborative a brief update on Monday, October 13, 2014. The task force was invited back for the November meeting for further discussion. E. Hicks suggested that the task force add the Libraries to their list for consultation. K. Webb noted that Hector Escobar would be the point of contact. Several other groups were suggested as well. The plan is to present the Senate with some recommendations at the November Academic Senate meeting with follow-up in December and January as needed.

Update on UNRC calls for nominations: E. Hicks reported that five people had been nominated for the Parliamentarian of the Academic Senate position, but four had declined and one had not responded. C. Krane will ask for nominations during the October 17th Academic Senate meeting. Three nominees were received for membership on the Maternity Leave Review Panel and all three names will be sent to Associate Provost Pat Donnelly. We have received four nominees so far to be the Senate representative on the search committee for the Associate Provost for Faculty and Administrative Affairs. Once the call closes on Monday, October 20, 2014, E. Hicks will send the nominees to ECAS, including P. Benson who will make the final decision.

ELC Charter: The draft document is available as a Google document for ECAS members' review and comments.

New Business:

University Calendar Committee: J. Dunne announced that the committee will meet next week to look at some options for 2016-2017 and 2017-2018 academic years. He will get more information about timing, etc. and report back to ECAS. There is a document from 2009 that includes some important academic considerations that should probably be reviewed by APC/Senate.

Report from Ad Hoc Group on Evaluation of Academic Administrators: L. Leming reported that the small group had met in person twice and continued discussions via email. The report is a summary of these discussions. The most important concerns raised are to increase the transparency about what evaluations are already taking place, informing related faculty and staff how and when they can provide input to them and closing the feedback loop. P. Benson stated that it makes sense for him to start with administrators who work in academic areas reporting directly to the provost, including deans and chairpersons. Many administrators on campus are not evaluated by the Provost. P. Benson will begin drafting a preliminary policy shortly. He is open to suggestions about what should be emphasized and other points to include. He reminded ECAS that annual unit reviews are completed every year, but these normally focus on unit priorities, not supervisory or leadership characteristics. For Deans, evaluation timeframes vary, but basically they are evaluated around the midpoint of a term and at the end of a term via a 360 degree evaluation instrument administered by an outside firm. K. Webb stated that academic deans have participated in evaluations of non-academic administrators in the past. L. Leming will present the report at the October 17, 2014 Senate meeting. The ad hoc group's report will be made available to Senators after the meeting and further discussion will be invited during the November 14th Senate meeting.

Proposal from Law School for a 3+3 Bachelor's degree/Juris Doctorate meeting: H. Gerla presented the proposal and fielded questions. It was decided that adequate consultation with other units and groups had not taken place so the proposal was sent back to the Law School for additional consultation. Consultation with the College of Arts and Sciences is critical and issues surrounding the undergraduate degree awarded must be resolved before coming back to the Senate.

Proposal from Senator Aaron Altman to create policy on faculty/student ratios and enrollment based allocation of resources: C. Krane briefly introduced the topic. ECAS will discuss in more detail at a future.

Clinical Faculty Titles: P. Anloague is following up with the School of Education and Health Sciences to get this discussion moving again.

The meeting was adjourned at 10:40 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	ECAS		ECAS		

revision					
Dismissal for academic dishonesty	SBA	SAPC	Deans' Council		
Policy for academic certificate programs			APC		
Nondiscrimination & anti-harassment policy	Legal		FAC, SAPC	Comments/recommendations	
Review of Faculty Hearing Committees' by-laws	ECAS		FAC		
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 oversight	Senate		APC	Hear monthly reports	
UNRC			ECAS	Hear monthly reports	
Summer tuition	Faculty		SAPC	On hold until tuition model is further developed	