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## 2011-09-22 Minutes of the Executive Committee of the Academic Senate

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Approved  
Minutes of the Executive Committee of the Academic Senate  
September 22, 2011; 1:30pm  
St. Mary's Hall Room 113B

**Present:** Corinne Daprano, George Doyle, Jesse Grewal, Emily Hicks, Jonathan Hess, Leno Pedrotti, Antonio Mari, Carolyn Phelps, Joseph Saliba, Andrea Seielstad, Rebecca Wells

**Absent:** Paul Benson

**Guests:** James Farrelly

**Opening Meditation:** Carolyn Phelps opened the meeting with a meditation

**Minutes:** The minutes of the September 15, 2011 ECAS meeting were approved

**Announcements:** The next meeting of ECAS is September 29, 2011 from 1:30-2:30 p.m. in SM 113B.

Dimitri Tsiribas has been elected student senator to represent the School of Business.

**Old business:**

Assigning new student senators to standing committees J. Grewal and J. Hess will work collaboratively to assign new student senators to the Senate standing committees

Upcoming agenda items. J. Hess initiated a discussion of agenda items for the next couple of ECAS meetings as well as the October Senate meeting. ECAS members decided to postpone further discussion of the consultation issue and at their next meeting discuss the documents that will be brought to ECAS from the Graduate School. J. Hess indicated that he would invite Brad Duncan, Associate Dean of Graduate, Professional, & Continuing Education (GPCE) to the Sept. 29<sup>th</sup> ECAS meeting to discuss the following four graduate school issues: 1) academic standing; 2) graduate retakes; 3) 5 year BS/MS degree programs and how courses are listed on a student's transcript; and, 4) graduate school tuition discounts.

ECAS members then discussed possible agenda items for the October 14, 2011 Academic Senate meeting including: student evaluations (FAC), academic misconduct (APC & SAPC), academic standing (Grad School), graduate retakes (Grad School), and, graduate school enrollment report (Enrollment Management). ECAS decided that it was not necessary to ask Tom Skill to provide a report on the transition to Gmail that is scheduled to occur at the end of November.

Charge for faculty workload committee (see attached). J. Hess asked for changes/revisions to the faculty workload sub-committee charge. The following revisions were requested:

4. Formulate a list of recommendations regarding teaching, research, service, and administrative responsibilities for full-time ranked faculty

Our goal is for the Senate to act on this by April. Thus, ECAS suggests the following time-line:

- Jan 16 Ad hoc committee completes its work and reports to the full FAC
- Jan 30 FAC produces a draft of its document and begins discussion
- Feb 27 FAC holds open forums for members of campus community
- Mar 16 FAC submits its final document to ECAS

J. Hess will make revisions to the charge and send to Linda Hartley, FAC chair, and ECAS.

Creating committee to address Senate composition. ECAS needs to determine the composition of the

Senate Voting Rights committee and a process for appointing members to the committee since the UNRC has not yet been constituted. J. Hess suggested consulting with Brad Duncan, chair of the previous Voting Rights committee, to see if he and other members of the previous committee would like to continue serving.

Several members of ECAS suggested sending out a university wide call for committee members. J. Farrelly suggested that a sub-committee of ECAS members should gather and analyze demographic data regarding the possible need for greater representation of faculty and students on the Senate. If warranted ECAS could then constitute another committee to “...consider the proportional representation of faculty, students, and administrators at the University of Dayton, and strive to articulate ideal ratios for representation of faculty, students and administrators” (Senate DOC I-1101).

J. Hess agreed to generate an email to send to faculty asking for the names of those interested in serving on this committee. He also indicated that the committee will need a student government representative and administrator. Both of those members would be ex-officio. Provost Saliba suggested that the committee should include representatives from each of the units. J. Farrelly disagreed that the initial committee needed to have representation from all the units. He suggested instead that a small steering committee of ECAS members first gather and examine the existing demographic data. Based on those findings another, possibly larger committee, with greater representation, could be constituted to provide recommendations and/or a policy to ECAS. If a second committee was needed an open call could be issued. Membership on the committee would be based on interest and expertise. In addition, the Deans would be consulted for nominations to this second committee.

UNRC issues. This agenda item was put on hold for two weeks.

Updated Standing committee work assignments.

<b>Task</b>	<b>N/C</b>	<b>Prev</b>	<b>To</b>	<b>Work due</b>	<b>Due</b>
*UNRC policy doc	C	UNRC	ECAS	Review final document	??
*Consultation issue	C	ECAS	ECAS	Work to resolve issues	
Academic misconduct	C	ECAS	APC	Final report	Sept. 27
Academic misconduct	C	APC	SAPC	Review	??
PDP proposal	C	APC	APC	Review Appendix A	Oct. 25
*Faculty evaluation	C	FAC	FAC	Rec. on purpose of eval	Oct. 11
Intellectual property rights	C	FAC	FAC	Proposal	Nov. 8
Titles for part-time faculty	C	FAC	FAC	Proposal	Nov. 8
Policy on emeritus status	N		FAC	Proposal	Nov. 8
<b>Tasks not yet assigned</b>	<b>N/C</b>	<b>Prev</b>	<b>To</b>	<b>Work due</b>	<b>Due</b>
*Voting representation	N		Ad hoc	Report and proposal	?Dec.
Committee membership	C	UNRC	UNRC	Complete the list	??
Faculty workload	N		FAC	Report and proposal	Mar. 2
<b>Tasks ongoing</b>	<b>N/C</b>	<b>Prev</b>	<b>To</b>	<b>Work due</b>	
Oversight of CAP dev	N		APC	Hear monthly reports	
<b>Tasks completed</b>	<b>N/C</b>	<b>Prev</b>	<b>To</b>	<b>Work due</b>	<b>Due</b>
CAP&CC voting rights	N		APC	Offer recommendation	Aug. 30

The meeting was adjourned at 2:40 PM.

Respectfully submitted by Corinne Daprano

The FAC is asked to:

1. Review the existing policy as articulated in Senate DOC 95-01
2. Conduct background research on the issue
3. Examine relevant guidelines at other peer institutions and the AAUP faculty workload guidelines
4. Formulate a list of recommendations regarding teaching, research, service, and administrative responsibilities for full-time ranked faculty (keep in mind that the Law School, Libraries, and Department of Physical therapy might need separate guidelines)

The final recommendation should be presented as a Senate document from the FAC that has been vetted through FAC discussion and open hearings for the faculty at large. The ad hoc committee which does the background work should consult with all units as needed.

Our goal is for the Senate to act on this by April. Thus, ECAS requests the following timeline:

- Jan 2 Ad hoc committee completes its work and reports to the full FAC
- Jan 23 FAC produces a draft of its document and begins discussion
- Feb 13 FAC holds open forums for members of campus community
- Mar 2 FAC submits its final document to ECAS