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The University of Akron Faculty Senate Chronicle

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Faculty Senate Chronicle March 7, 2024

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March 7, 2024

32 pages

SENATE ACTIONS

1. Approved the list of courses and programs brought by the Curriculum Review Committee (Appendix A).
2. Approved changes to 3359-10-02 – The university of Akron bylaws of the faculty senate (Appendix B).
3. Approved changes to 3359-24-02 – Grievance procedure for graduate students (Appendix C).

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MINUTES OF THE FACULTY SENATE MEETING OF

March 7, 2024

The meeting of the Faculty Senate took place Thursday, March 7, 2024 in Law 180 and in Teams. Senate Chair Kathryn Budd called the meeting to order at 3:34 pm.

Of the current roster of 44 senators, 36 attended the meeting. Senators Currie, Dhinojwala, Karriker, Pachnowski and Thomas were absent with notice. Senators Buldum, Lyuksyutov, and Yi were absent without notice.

I. Adoption of Agenda

The agenda was adopted by unanimous consent.

Chair Budd noted the following changes: addition of the grievance procedure for graduate students to Unfinished Business and removal of the Graduate Council report. The motion to amend the agenda was approved.

II. Adoption of minutes of February 1, 2024 meeting

The minutes were adopted by unanimous consent.

III. Remarks of the Chair

Welcome to the March meeting of senate. Senators who wish to be recognized should hold up their name card. Use the mics on the tables when you speak, you will need to press the button to turn on the mic and then press the button again to shut the mic off when you are finished. Those attending virtually should type “request” into the chat window and wait to be recognized. When we vote, I’ll ask those present to say “aye” and those online to raise their virtual “hands” to be counted. Don’t forget to sign in on one of the attendance sheets circulating the room before you leave. If I mispronounce your name, let me know the correct pronunciation so I can do better next time.

Please be aware that both senate meetings and minutes are part of the public record.

I welcome Mr. Mark Lerner, with us from the Board of Trustees.

By now, you've probably heard of the work that's being done to evaluate the current requirements for the general education program. A taskforce headed by Dr. Katie Cerrone was formed at the end of last fall. The task force is made up of a diverse group of faculty from each of the colleges, half of its members currently serve on the General Education Advisory Committee. This was done intentionally to provide the optimum combination of diversity and expertise within the group.

I've heard significant concern about the process and timeline for the taskforce's work and want to assure you that the timeline has been extended by the administration to allow for the necessary discussions and shared governance processes to be followed. If needed, the taskforce has until the end of the semester to make a recommendation, although Dr. Cerrone informs me they likely won't need that much time. Their recommendations will go to the General Education Advisory Committee. It will review and make a recommendation to the Curriculum Review Committee, which will make a recommendation to the senate.

In the interest of full transparency, Dr. Cerrone has met with the leadership of each college. Your departmental chairs are likely talking with you about the issues and gathering your feedback, and Dr. Cerrone has asked me to let you know that you can email or call her directly, too.

Dr. Cerrone notes that whatever recommendation the committee makes will not be implemented this fall. Departments who wish to adopt changes will need to go through the curriculum process with its timelines. And departments who wish to maintain their current offerings will be able to do so within the anticipated new model.

Although the work of the taskforce isn't over yet, I commend Dr. Cerrone for her commitment to facilitating a process that gives stakeholders such a strong voice on an issue that is of vital importance to our programs and university. Her task is not an easy one, and I thank her for her service, and willingness to listen to all viewpoints.

The committee responsible for creating a core set of questions for course evaluations is working hard to meet their deadline to present their recommendations to the senate. The Senate won't be voting to approve these questions, as the final decision for the form those take is assigned to the administration. However, the committee is interested in having broad faculty support for the questions and invites you to review their proposed list and share any feedback with the committee chair, Julie Cajigas. It is anticipated this will happen at the next senate meeting, in April.

Given the importance of the course evaluations and the gen ed revision process, I remind you that reports are sent a week in advance of the full senate meeting so that you can share those with your constituents. We ask that you bring their feedback to the senate meeting so that we can have a productive discussion and turn legislation around in a timely manner. I understand that one week isn't a lot of time, and spring break the week before the April meeting complicates your ability to gather input. I do urge committees who are submitting reports that generate a lot of interest to submit them more than a week in advance, but this simply may not be possible given their own timelines.

This concludes the remarks of the chair.

IV. Special Announcements

None.

V. Report of the Executive Committee

This past month, the Senate-EC received updates on the work of the general education task force, the student evaluation task force, and the part-time faculty work group. We also met with Senior Vice Provost Price to discuss the process for general education revisions and impacts of FAFSA delays.

Finally, the senate executive committee will offer minor amendments to the senate bylaws when they are considered under "Unfinished Business". These are to change "annually" to "biennially" in the process for electing representatives to the Ohio Faculty Council, to establish consistency when referring to the provost, and to correct the name of the Faculty Research Committee in the committee descriptions.

For more information on these discussions, please contact Angela Hartsock.

VI. Remarks of the Provost

Provost Wiencek extended his gratitude to the faculty and recognized the board members in attendance. The provost centered his remarks around the theme of "Change" and shared his sentiment that conflict that leads to progress is a positive thing.

AIC: The AIC has been meeting; the provost worked closely with deans on budget requests. The provost emphasized his approach of offering recommendations instead of decisions and seeking dialogue followed by adjustments. The provost expressed gratitude for when shared governance can reveal implications of decisions that weren't recognized. Provost Wiencek defined this as a process of reallocation of current resources that comes with decisions about what we do and don't do to achieve our mission. The AIC is intended to provide consistency year-over-year so as not to require re-education on the procedures each cycle. The goal is to become more efficient and motivated to achieve work. A final report will be provided.

Enrollment: The provost noted year-on-year differences and current uncertainties around FAFSA and associated decision delays. Software changes include WorkDay, Stellaris, and Slate. Overall, UA is experiencing good progress on confirmations. The provost expressed a positive outlook with a current focus on addressing technical issues and ensuring communication with prospects.

Curriculum: The provost pointed to new ideas being generated by programs and colleges to build enrollment. OAA is happy to evaluate proposals and are making case-by-case decisions. Faculty should bring ideas for increasing enrollment to chairs and deans who can coordinate with Sr. Vice Provost Price. Proposal consideration includes a financial cost-benefit analysis along with enrollment projections. The provost recognized the effort required above typical job duties.

International Students: Provost Wiencek pointed to recruiting struggles around international prospects. UA is seeing a significant increase in applications (order of magnitude), but some applications lack serious intent. The provost recognized challenges in responding to the influx in applications in a timely manner and recognized the frustrations of faculty. Evaluation of international transcripts does come at a cost to the prospect, but payment signals genuine interest.

In closing, Provost Wiencek emphasized human nature, acknowledging mistakes happen and things fall through. He identified our strength in holding each other accountable and cooperating to recover from mistakes. He encouraged working together toward shared goals and pointed toward changes yet to come.

Chair Budd invited questions for the provost.

Senator Rochester referenced the FAFSA delays and whether there is discussion about pushing back deadlines to accommodate that.

The provost responded, yes, and identified UA as an early admissions university. Admissions is engaging with students to emphasize flexibility. We do face challenges with many of our prospects relying on government funding. Further complicating the process is the release of award packages in waves instead of in mass.

Senator Rochester pointed to the announced closure of Notre Dame College and Eastern Gateway Community College and asked about recruitment efforts focused on displaced students.

The provost acknowledged conversations with Eastern Gateway but pointed to YSU as the more intuitive partner. It is premature to comment.

Senator Schulze asked about efforts to attract more non-traditional and first-generation students.

Provost Wiencek pointed to the recently launched credit for prior learning (CPL) program and the Adult Focus office. He invited senators to share specific ideas with chairs and deans who can coordinate with Sr. Vice Provost Price.

Senator Klein followed up on CPL and alternative credit and noted that APC is working on sorting out and defining the various options.

The provost thanked APC and emphasized the importance of transparency, consistency, and guiding principles.

VII. Committee Reports

Curriculum Review Committee – Linda Saliga

The committee brought 20 program proposals and 64 course proposals (Appendix A). Hearing no debate, the motion passed unanimously.

VIII. Akron AAUP Report – Senator Bisconti

Senator Bisconti shared that the Akron-AAUP continues to work on the MOU on shared governance with the LMPC. She also shared the following important dates: liaison meeting April 1, day in the life of a faculty member April 2, and a full chapter meeting April 15.

IX. GSG – Senator Currie

(report given by Senator Baig)

GSG has been very active these past few weeks! They are accepting applications for President and Vice President, Treasurer, and College Senators for the next academic year and our voting period will begin soon and conclude before spring break! They will be selecting the recipients of the graduate student LIFE awards and are currently assisting USG and the Student Bar Association in the applications for Student Trustee. Two weeks ago, GSG members volunteered at the Akron-Canton Foodbank. They are looking forward to ending the semester strong and transitioning new members into their roles. Thank you!

X. USG – Senator Baig

A few weeks ago, our Senate body passed legislation in support of the First Day Complete program which would allow students access to textbooks on the first day of classes at a lower cost.

USG campaigning has begun for senator positions and president and vice president.

Voting opens week of March 18th. The next USG President and Vice President will be announced on Friday, March 22nd.

Student Trustee applications are now open and close on Friday, March 22nd.

XI. Report of University Council Representative – Senator Evans

Senator Lee reported on the February 13 meeting of UC. The UC received strategic planning updates and a CPL presentation.

XII. Unfinished Business

Item 1: Changes to the Bylaws of the Faculty Senate (3359-10-02) (Appendix B)

Chair Budd introduced the motion. Senator Cole, on behalf of the executive committee, proposed minor amendments to change annual to biennial for the election of senators to OFC, corrections to the title of the provost throughout the document, and the corrected name of the Research Committee to Faculty Research Committee.

The motion to amend was adopted. With no further amendments and no debate on the motion, the motion was approved.

Item 2: Changes to the Grievance Procedure for Graduate Students (3350-24-02) (Appendix C)

Chair Budd introduced the motion. Hearing no debate, the motion was approved.

XIII. New Business

None.

XIV. Good of the Order

None.

XV. Adjournment

Chair Budd adjourned the meeting at 4:12 pm.

—Angela Hartsock, Secretary.

Questions and comments about the minutes can be emailed to ahartsock1@uakron.edu.

APPENDIX A**CRC Report**

March 2024

CRC brings twenty program proposals and sixty-four course proposals for the Senate's approval.

New Programs

Allied Healthcare Administration/ Doctor of Chiropractic Accelerated
 Allied Healthcare Administration/ Juris Doctorate 3+3
 Allied Healthcare Administration/ Medical Sonography Accelerated
 Allied Healthcare Administration/ Nursing Accelerated
 Computer Information Systems, Networking

Edited Programs

275002BS Allied Healthcare Administration
 275003C Healthcare Services Coding and Reimbursement
 315000PhD Chemistry
 32003M Classical Studies
 370016C Conflict Transformation and Social Entrepreneurship
 435000BS Corrosion Engineering
 430000BS Civil Engineering
 440000BS Electrical Engineering
 445000BS Computer Engineering
 460000BS Mechanical Engineering
 820002BS Nursing, RN/BSN
 820400MSN Family Psychiatric/Mental Health Nurse Practitioner
 H40203C Parent and Family Education
 H40206M Family Development
 H40207M Child Development

New Courses

ART432 Art and Creative Entrepreneurship
 BIOL532 Restoration Ecology
 BIOL632 Restoration Ecology
 CORE465 Corrosion Protection by Coatings
 EDFN450 Data Collection for Program Planning and Evaluation
 NURS101 Foundations of Nursing
 NURS102 Health Assessment
 NURS103 Nursing Pharmacology
 NURS104 Acute Adult Nursing
 NURS205 Chronic Adult Nursing
 NURS206 Maternal Newborn Nursing
 NURS207 Pediatrics
 NURS208 Mental Health Nursing
 NURS209 Complex/Critical Care in Nursing
 NURS210 Leadership in Nursing

Edited Courses

AESE166 Aerospace Systems Project Management
AESE497 Aerospace Honors Project
AMET130 Work Measurement and Cost Estimating
AMET241 Introduction to Quality Assurance
AMET248 Introduction to CNC and Additive Manufacturing
AMET348 CNC Programming I
AMET480 Automated Production
BMEN100 Introduction to Biomedical Engineering
BMEN370 Biomechanics of Human Movement
CHFD360 Parent-Child Relations
CHFD607 Family Dynamics
CHFD440 Family Crisis
CISS204 Enterprise Networking
CISS400 Advanced Routing
CIVE321 Introduction to Environmental Engineering
CIVE323 Water Supply and Pollution Control
COET150 Plan Reading
CPEN301 Undergraduate Research I: Computer Engineering
CPEN302 Undergraduate Research II: Computer Engineering
CPEN309 Senior Design Project – Computer Engineering
CPEN466 VLSI Design
EDTE400 Adult Learning
EDTE401 Learning with Technology
EDTE413 Instructional Design Profession
EDTE415 Talent Development and Training
EDTE420 elearning by Design
EEET122 AC Circuits
EEET370 Survey of Electronics
ELEN301 Undergraduate Research I: Electrical Engineering
ELEN302 Undergraduate Research II: Electrical Engineering
ELEN309 Senior Design Project – Electrical Engineering
GEOG444 Applications In Cartography and Geographic Information Systems
GEOG544 Applications In Cartography and Geographic Information Systems
GEOL360 Paleobiology
GNEN200 CEPS Internship
GNEN300 Cooperative Education Work Period
GNEN301 Cooperative Education Work Period I
GNEN302 Cooperative Education Work Period II
GNEN403 Cooperative Education Work Period III
GNST101 First Year Seminar
HIST343 Colonial America

HIST344 American Revolutionary Era
 MECE369 Engineering Analysis
 MECE380 Introduction to Materials Science and Engineering
 NURS337 Health Assessment/RN Only
 NUTR321 Experimental Foods
 NUTR340 Meal Management
 NUTR447 Senior Seminar
 SOWK451 Social Work in Child Welfare

Inactivation

CHEE566 Digitized Data and Simulation
 CPEN303 Undergraduate Research III: Computer Engineering
 CPEN304 Undergraduate Research IV: Computer Engineering
 ELEN303 Undergraduate Research III: Computer Engineering
 ELEN304 Undergraduate Research IV: Computer Engineering
 HIST551 Colonial American History
 HIST552 American Revolutionary Era

Faculty Senate Chair (71)				
Code	Title	Status	Initiator	Received
AESE:166	AESE:166: Aerospace Systems Project Management	Edited	ssawyer	2/15/2024
AESE:497	AESE:497: Aerospace Honors Project	Edited	ssawyer	2/15/2024
AMET:130	AMET:130: Work Measurement Cost Estimating	Edited	wac1	2/15/2024
AMET:241	AMET:241: Introduction to Quality Assurance	Edited	wac1	2/15/2024
AMET:248	AMET:248: Introduction to CNC and Additive Manufacturing	Edited	wac1	2/15/2024
AMET:348	AMET:348: CNC Programming I	Edited	wac1	2/15/2024
AMET:480	AMET:480: Automated Production	Edited	wac1	2/15/2024
ART:432	ART:432: Art Creative Entrepreneurship	Added	mvv	2/15/2024
BIOL:532	BIOL:532: Restoration Ecology	Added	rjduff	2/15/2024
BIOL:632	BIOL:632: Restoration Ecology	Added	rjduff	2/15/2024
BMEN:100	BMEN:100: Introduction to Biomedical Engineering	Edited	tavana	2/15/2024
BMEN:370	BMEN:370: Biomechanics of Human Movement	Edited	Inoble	2/28/2024
CHEE:566	CHEE:566: Digitized Data Simulation	Deleted	bimin	2/15/2024
CHFD:360	CHFD:360: Parent-Child Relations	Edited	szentall	2/15/2024
CHFD:440	CHFD:440: Family Crisis	Edited	szentall	2/15/2024
CHFD:607	CHFD:607: Family Dynamics	Edited	szentall	2/28/2024
CISS:204	CISS:204: Enterprise Networking	Edited	jsk3	2/15/2024
CISS:400	CISS:400: Advanced Routing	Edited	toneil	2/15/2024

Faculty Senate Chair (71)				
Code	Title	Status	Initiator	Received
CIVE:321	CIVE:321: Introduction to Environmental Engineering	Edited	carlett	2/15/2024
CIVE:323	CIVE:323: Water Supply Pollution Control	Edited	carlett	2/15/2024
COET:150	COET:150: Plan Reading	Edited	carlett	2/15/2024
CORE:465	CORE:465: Corrosion Protection by Coatings	Added	evanse	2/15/2024
CPEN:301	CPEN:301: Undergraduate Research I: Computer Engineering	Edited	veillet	2/15/2024
CPEN:302	CPEN:302: Undergraduate Research II: Computer Engineering	Edited	veillet	2/15/2024
CPEN:303	CPEN:303: Undergraduate Research III: Computer Engineering	Deleted	veillet	2/15/2024
CPEN:304	CPEN:304: Undergraduate Research IV: Computer Engineering	Deleted	veillet	2/15/2024
CPEN:309	CPEN:309: Design Project Seminar - Computer Engineering	Edited	veillet	2/15/2024
CPEN:466	CPEN:466: VLSI Design	Edited	veillet	2/15/2024
EDFN:450	EDFN:450: Data Collection for Program Planning and Evaluation	Added	snk	2/15/2024
EDTE:400	EDTE:400: Adult Learning	Edited	snk	2/15/2024
EDTE:401	EDTE:401: Learning with Technology	Edited	snk	2/15/2024
EDTE:413	EDTE:413: Instructional Design Profession	Edited	snk	2/15/2024
EDTE:415	EDTE:415: Talent Development and Training	Edited	snk	2/15/2024
EDTE:420	EDTE:420: eLearning by Design	Edited	snk	2/15/2024
EEET:122	EEET:122: AC Circuits	Edited	carlett	2/28/2024
EEET:370	EEET:370: Survey of Electronics	Edited	carlett	2/28/2024
ELEN:301	ELEN:301: Undergraduate Research I: Electrical Engineering	Edited	veillet	2/15/2024
ELEN:302	ELEN:302: Undergraduate Research II: Electrical Engineering	Edited	veillet	2/15/2024
ELEN:303	ELEN:303: Undergraduate Research III: Electrical Engineering	Deleted	veillet	2/15/2024
ELEN:304	ELEN:304: Undergraduate Research IV: Electrical Engineering	Deleted	veillet	2/15/2024
ELEN:309	ELEN:309: Design Project Seminar - Electrical Engineering	Edited	veillet	2/15/2024

Faculty Senate Chair (71)				
Code	Title	Status	Initiator	Received
GEOG:444	GEOG:444: Applications In Cartography Geographic Information Systems	Edited	sd51	2/15/2024
GEOG:544	GEOG:544: Applications in Cartography Geographic Information Systems	Edited	sd51	2/28/2024
GEOL:360	GEOL:360: Paleobiology	Edited	cholyoke	2/15/2024
GNEN:200	GNEN:200: CEPS Internship	Edited	carlett	2/15/2024
GNEN:300	GNEN:300: Cooperative Education Work Period	Edited	carlett	2/15/2024
GNEN:301	GNEN:301: Cooperative Education Work Period I	Edited	carlett	2/15/2024
GNEN:302	GNEN:302: Cooperative Education Work Period II	Edited	carlett	2/15/2024
GNEN:403	GNEN:403: Cooperative Education Work Period III	Edited	carlett	2/15/2024
GNST:101	GNST:101: First Year Seminar	Edited	kc24	2/28/2024
HIST:343	HIST:343: Colonial America	Edited	gmartino	2/15/2024
HIST:344	HIST:344: American Revolutionary Era	Edited	gmartino	2/15/2024
HIST:551	HIST:551: Colonial American History	Deleted	gmartino	2/15/2024
HIST:552	HIST:552: American Revolutionary Era	Deleted	gmartino	2/15/2024
MECE:360	MECE:360: Engineering Analysis	Edited	ssawyer	2/15/2024
MECE:380	MECE:380: Introduction to Materials Science and Engineering	Edited	ssawyer	2/15/2024
NURS:101	NURS:101: Foundations of Nursing	Added	ldistelhorst	2/28/2024
NURS:102	NURS:102: Health Assessment	Added	ldistelhorst	2/28/2024
NURS:103	NURS:103: Nursing Pharmacology	Added	ldistelhorst	2/28/2024
NURS:104	NURS:104: Acute Adult Nursing	Added	ldistelhorst	2/28/2024
NURS:205	NURS:205: Chronic Adult Nursing	Added	ldistelhorst	2/28/2024
NURS:206	NURS:206: Maternal/Newborn Nursing	Added	ldistelhorst	2/28/2024
NURS:207	NURS:207: Pediatrics	Added	ldistelhorst	2/28/2024
NURS:208	NURS:208: Mental Health Nursing	Added	ldistelhorst	2/28/2024
NURS:209	NURS:209: Complex/Critical Care in Nursing	Added	ldistelhorst	2/28/2024
NURS:210	NURS:210: Leadership in Nursing	Added	ldistelhorst	2/28/2024
NURS:337	NURS:337: Health Assessment/RN - RN Only	Edited	shanks	2/15/2024
NUTR:321	NUTR:321: Experimental Foods	Edited	liu4	2/15/2024
NUTR:340	NUTR:340: Meal Management	Edited	ls60	2/15/2024
NUTR:447	NUTR:447: Senior Seminar	Edited	ls60	2/15/2024
SOWK:451	SOWK:451: Social Work in Child Welfare	Edited	bthomas	2/28/2024
Faculty Senate Chair (20)				

Faculty Senate Chair (71)					
Code	Title	Status	Initiator	Received	
Code	Title	Status	Initiator	Received	
	: Computer Information Systems, Networking	Added	carlett	2/15/2024	
	: Allied Healthcare Administration/ Juris Doctor 3+3 Accelerated Program	Added	knk	2/15/2024	
	: Allied Healthcare Administration/ Medical Sonography Accelerated Program	Added	knk	2/15/2024	
	: Allied Healthcare Administration/ Doctor of Chiropractic Accelerated Program	Added	knk	2/15/2024	
	: Allied Healthcare Administration/ Nursing Accelerated Program	Added	knk	2/15/2024	
275002BS	275002BS: Allied Healthcare Administration	Edited	knk	2/15/2024	
275003C	275003C: Healthcare Services Coding and Reimbursement	Edited	knk	2/15/2024	
315000PHD	315000PHD: Chemistry, PhD	Edited	zli	2/15/2024	
320003M	320003M: Classical Studies	Edited	eg20	2/15/2024	
370016C	370016C: Conflict Transformation Social Entrepreneurship	Edited	rp32	2/15/2024	
425000BS	425000BS: Corrosion Engineering	Edited	evanse	2/15/2024	
430000BS	430000BS: Civil Engineering	Edited	abbas	2/15/2024	
440000BS	440000BS: Electrical Engineering	Edited	veillet	2/15/2024	
445000BS	445000BS: Computer Engineering	Edited	veillet	2/15/2024	
460000BS	460000BS: Mechanical Engineering	Edited	ssawyer	2/15/2024	
820002BS	820002BS: Nursing, RN/BSN	Edited	shanks	2/15/2024	
820400MSN	820400MSN: Family Psychiatric/Mental Health Nurse Practitioner, MSN	Edited	shanks	2/15/2024	
H40203C	H40203C: Parent and Family Education	Edited	szentall	2/15/2024	
H40206M	H40206M: Family Development	Edited	szentall	2/15/2024	
H40207M	H40207M: Child Development	Edited	szentall	2/15/2024	

APPENDIX B**3359-10-02 The university of Akron bylaws of the faculty senate.**

- (A) Name. The name of this body is the faculty senate of the university of Akron.
- (B) Duties. As delegated by the board of trustees of the university, the faculty senate is the legislative body of the faculty regarding its academic mission and is empowered to:
- (1) Formulate suitable rules, requirements, and procedures for the admission, government, management, and control of the students, courses of study, granting of degrees and certificates, and other internal affairs of the institution necessary to meet the objectives of the university, subject to the approval of the board of trustees, in accordance with the established policies of the board.
 - (2) Review and offer recommendations concerning proposals for the creation, abolition, or rearrangement of colleges, departments, schools, or divisions of instruction, proposals from university-wide committees, and such other matters as may be referred to the senate by the president of the university. Such proposals shall be forwarded to the executive committee for inclusion on the agenda of senate meetings.
 - (3) University-wide committees created by the senate shall report to the senate unless otherwise indicated by the senate.
 - (a) Committee recommendations for senate action shall be distributed to the members of the senate at least seven days before the senate meeting at which the recommendation is to be considered. All messages shall include a statement of the rationale for the recommendation.
 - (b) No committee recommendation that was not distributed in accordance with the foregoing requirement shall be considered by the senate unless the senate consents to its consideration by majority vote.
 - (4) All legislation introduced in the faculty senate shall be designated as such; and if passed, shall be forwarded to the president, with the exception of changes to curriculum. Within forty-five days of receipt of the legislation, the president shall:
 - (a) Forward the legislation to the board of trustees, or
 - (b) Forward the legislation to the appropriate vice president; or
 - (c) Put the legislation into effect if the president deems it unnecessary to send the matter to the board, or
 - (d) Disapprove and return the legislation to the senate with explanation for the president's rejection; and
 - (e) Notify the senate of the disposition of the legislation, indicating whether the legislation has been approved, referred to the board of trustees, referred to the appropriate vice

president, or returned to the senate for reconsideration or amendment. In the event that the president refers legislation to the board of trustees, the president shall notify the faculty senate of the board of trustees' eventual disposition of the legislation.

(5) Curriculum change proposals that are approved by the faculty senate shall be forwarded to the office of academic affairs. The executive vice president and provost or his or her designee shall, within two weeks, approve or disapprove any curriculum change proposals forwarded to it by the faculty senate and shall inform the originator of the proposal and the faculty senate of is or her decision. If a proposal is disapproved, a statement of the reason(s) for the disapproval shall be included.

- (65) The senate shall elect a representative to the Ohio faculty council, who serves in that capacity along with the chair of the senate.
- (a) Senate members who are full-time teaching members of the faculties of the colleges are electors of the senate representative. Any full-time faculty member may be elected.
- (b) The election shall be conducted by secret ballot.
- (c) The representative shall be elected annually-bienially by ~~at the May meeting of the senate.~~ The term of office shall be for two years. There shall be no limit on the number of terms a person may serve.
- (d) The representative, if not already a member of the senate, shall become an ex officio non-voting member.

(C) Officers and executive committee.

- (1) Officers. The faculty senate shall elect a chair, vice chair, and secretary biennially from among the membership of the faculty senate. The election shall be by majority vote using a secret ballot. Except for the ex-chair serving pursuant to paragraph (C)(2) of this rule, members of the executive committee shall serve for two years.
- (2) Duties of the chair. The chair of the senate presides over regular meetings of the senate, calls special meetings of the faculty senate, acts as or designates the official spokesperson for the faculty senate in all of its external communications, serves on the Ohio faculty council, administers the budget of the senate, serves as chairperson of the executive committee of the senate, forwards to the president all legislation and recommendations passed by the senate, supervises (jointly with the secretary) the clerical staff of the senate, and undertakes such tasks as are directed by the senate. Upon the expiration of the chair's term of office, the ex-chair shall for one year be a voting member ex officio of the senate if he or she otherwise would not be a member. During that period, the ex-chair shall also be a voting member ex officio of the executive committee.
- (3) Duties of the vice chair. Assists the chair in such ways as the latter may request; and in the absence of the chair, the vice chair presides over the meetings of the senate.
- (4) Duties of the secretary. The secretary of the senate prepares and posts the minutes of the senate meetings; assists the chair in such ways as the latter may request; has custody (jointly

with the chair) of the books, records, physical facilities, and tangible property of the senate; supervises (jointly with the chair) the clerical staff of the senate; and arranges for the orderly conduct of the business of the senate. In the absence of the chair and the vice chair, the secretary presides over meetings of the senate.

(5) Executive committee. The chair, vice chair, secretary, and four elected members of the senate will serve as the executive committee of the senate. The executive committee of the senate will have the following responsibilities:

- (a) Appoint members to appropriate faculty senate committees.
- (b) Prepare the agenda for each meeting.
- (c) Serve as an advisory committee to the executive vice president and provost on governance matters affecting the academic mission of the university.
- (d) Ensure that the business of permanent and ad hoc committees is completed in a timely fashion.
- (e) Bring matters to the senate or assign matters to committees.
- (f) Consider any questions and complaints regarding elections of members to the senate and make recommendations concerning these complaints to the senate. The executive committee shall further certify the validity of all senate elections.
- (g) When necessary, act on behalf of the senate during the period between the end of the spring semester and the beginning of the fall semester. Such actions shall be reported to the faculty senate for ratification at its next regular meeting.
- (h) Act on behalf of the senate to approve the degree candidate lists for the fall and spring semesters. The approvals will be reported to the faculty senate for ratification at its next regular meeting.

(D) Committee structure.

- (1) The faculty senate shall create such committees as it deems appropriate to the conduct of its business.
- (2) The executive committee, at its discretion, may invite non-members of the senate to serve on senate committees.
- (3) In special cases, the senate may choose to make part or all of the membership on a committee elective rather than appointed by the executive committee.
- (4) The senate committees shall yearly elect their own chairs, who, if not otherwise members of the faculty senate, shall become ex officio, non-voting members.
- (5) For organizational purposes, the committees of the senate will have either of two forms:
 - (a) University committees, the members of which shall be elected from specified constituencies, or

- (b) Permanent committees, the members of which shall be appointed by the executive committee of the faculty senate.

(E) University committees.

(1) The faculty rights and responsibilities committee ("FRRC").

- (a) This committee shall concern itself with grievances relating to faculty assessment or evaluation, appointment, retention, tenure, and promotion. This committee shall be composed of one member from the tenured faculty of each degree-granting college, elected by its full-time faculty and one full-time faculty member from the university libraries, elected by its full-time faculty.

- (b) For each grievance case submitted by a part-time faculty member three members of the part-time grievance pool shall be selected to be members of the faculty rights and responsibilities committee ("FRRC") for the duration of that case. These members will only participate in FRRC business involving the grievance case in question. These members will be selected by lot by the chair of the FRRC, but part-time faculty members from the same department as the grievant shall not be eligible to serve.

- (c) A part-time faculty grievance pool shall be established by each college every fall. The pool will consist of part-time faculty members who have taught at least four semesters at the university of Akron and who have been nominated by the parttime faculty members of that college and who have subsequently confirmed to the college dean their willingness to serve.

- (d) Any persons in an administrative position, including interim positions, at or above the decanal rank (deans, associate deans, and persons of similar rank) are ineligible to serve on the committee. Members shall serve overlapping three-year terms so that during two years, three are elected, while four are elected during the third year. The committee shall elect its own chair who, if not already a member of the faculty senate, shall become an ex officio, non-voting member.

- (2) Graduate council. The faculty senate delegates to the graduate council operational responsibility over all matters concerning graduate education, but reserves to itself the right to take up any matters it deems necessary. All action taken by the graduate council that requires faculty senate approval shall be reported to the senate for final approval. Graduate council shall be composed of two members of the faculty senate who have category two or three graduate faculty status and the elected members of the graduate council.





(F) Permanent committees.

- (1) Permanent committees of the senate shall be academic investment; academic policies; curriculum review; athletics; university libraries; reference; faculty research; student affairs; computing and communication technologies; accessibility; part-time faculty; and program review.

- (2) Members of the executive committee shall, in May, and after considering preferences of senate members and then non-senate members, appoint all permanent and ad hoc committees of the senate. To provide some continuity of membership for each committee, the executive committee shall appoint committee members so that, if possible, only one-third of the membership of any committee is terminated each year and members serve a three-year term. At the first meeting of each committee, the committee shall elect its chair.
- (3) If not already a member of the senate, the chair of each permanent committee shall become an ex officio, non-voting member for reporting purposes only. Ex officio members of permanent committees shall be non-voting unless they are members of the senate.
- (4) Academic investment committee.
 - (a) Reviews and makes recommendations on the criteria to be used by the administration in its development of the yearly academic budget.
 - (b) Engages with the executive vice president and provost, office of academic affairs and other relevant stakeholders throughout the process of academic budget development.
 - (c) Reviews recommendations made by the executive vice president and provost for academic investment.
 - (d) Reports on the process and final recommendations for academic investment to faculty senate for review and discussion. The discussion will be documented and considered by the Academic investment committee in the following year's investment process.
 - (e) One non-voting, ex officio committee member is designated by the executive vice president and provost.
- (5) Academic policies committee.
 - (a) Recommends and interprets academic policy on university-wide matters such as admission, retention, graduation, and dismissal requirements.
 - (b) Recommends changes for the improvement of the academic program of the university.
 - (c) Makes recommendation for the reorganization or renaming of academic units.
 - (d) The executive vice president and provost or said person's designee, the university registrar or said person's designee, and the chief admissions officer or said person's designee shall be ex officio members of the academic policies committee.
- (6) Athletics committee.
 - a. Advises faculty senate on all university activities relating to intercollegiate athletics including, but not limited to, conference affiliations and the national collegiate athletic association.
 - b. Coordinates with other faculty senate committees matters of joint concern relating to intercollegiate athletics.
 - c. Provides advice and counsel to the director of athletics concerning individual player eligibility, interpretation of policy, and other matters relating to the athletic program.

- d. The registrar decides questions of academic eligibility of student athletes. If conflicts arise between the registrar, student athlete, and/or athletic department, the following procedures shall be made by any of the grieved parties to the athletics committee:

Upon reviewing the facts, the committee would make a recommendation to the executive vice president and provost.
 - e. Promotes academic achievement among student athletes.
 - f. The director of athletics or said person's designee and the "NCAA" faculty representative (appointed by the president) shall be ex officio members of the athletics committee.
- (7) University libraries committee.
- a. Serves as an advisory group to the dean of university libraries to express the faculty will in the growth and development of the academic support which the libraries supply.
 - b. Provides the dean of university libraries with guidelines and advice on acquisitions, budget, policy, and other matters affecting academic areas.
 - c. The dean of university libraries or said person's designee shall be an ex officio member of the university libraries committee.
- (8) ~~Reference committee.~~
- ~~Reviews legislation referred to it by faculty senate to ascertain if it is drafted properly and does not conflict with existing rules and regulations or practices.~~
- (9) (8) Faculty research committee (faculty projects).
- a. Reviews research proposals submitted by faculty members.
 - b. Recommends the budgeting of sums of the university's support of faculty research proposals to be funded by this committee.
 - c. Establishes policies for funding proposals and guidelines for expenditures of those funded.
 - d. The chief research officer or said person's designee shall be an ex-officio member of the research committee.
- (10) ~~Student affairs committee.~~
- ~~a. Recommends policy, subject to approval of faculty senate, regarding the granting of scholarships, awards, grants, and loans to university students.~~
 - ~~b. Proposes regulations concerning all extracurricular activities (except athletics) to faculty senate.~~
 - ~~c. The dean of students or said person's designee shall be an ex-officio member of the student affairs committee.~~

- (11)  Computer and communications technologies committee.
- a. Provides recommendations to the senate on policy matters concerning utilization of information technology related to the academic functions of the university.
 - b. Provides advice and counsel to the vice president and chief information officer on information technology needs related to the academic functions of the university.
 - c. The chief information officer or said person's designee shall be an ex officio member of the computer and communications technologies committee.
- (12)  Curriculum review committee.
- a. Reviews curricula and course recommendations of the several colleges and divisions and, when necessary, submits them to faculty senate for action.
 - b. Considers the mechanics of the academic programs of the several colleges and divisions, such as adjustments in admission, retention and dismissal requirements, and changes in general bulletin descriptions.
 - c. Reviews proposals for changes to courses and academic programs, and for new courses and academic programs, and recommends same for inclusion in the general bulletin.
 - d. The executive vice president and provost or said person's designee and the university registrar or said person's designee shall be ex officio members of the curriculum review committee.
- (13)  Accessibility committee.
- a. Reviews and recommends policies regarding disability and accessibility issues that relate to the academic function of the university, including academic policies which apply to faculty or students, and reports these to the senate for action.
 - b. At the request of the curriculum review committee of the faculty senate, considers the mechanics of the academic programs of the several colleges and divisions, such as adjustments in admission, retention and dismissal requirements, and changes in general bulletin descriptions, as they may relate to accessibility/disability issues, and reports such to the curriculum review committee for action.
 - c. At the request of the curriculum review committee or the faculty senate, reviews proposals for new courses, course changes, and new programs as they may relate to accessibility/disability issues, recommends such proposals for inclusion in the general bulletin, and reports such to the curriculum review committee for action.
 - d. The director of the office of accessibility or said person's designee shall be an ex officio member of the accessibility committee.
- (14)  Part-time faculty committee.
- (a) Gathers information about matters of concern to part-time faculty.

- (b) Proposes policies concerning part-time faculty.
- (c) Advises the executive vice president and provost on matters related to part-time faculty.
- (15) 13 Program review committee.
 - (a) Reviews the self-studies submitted by program faculty, providing formative assessment to the program faculty.
 - (b) Establishes the template and guidelines for the program review self-studies.
 - (c) Modifies the timeline for the program review process and the program review schedule as needed.
 - (d) The dean of the graduate school or said person's designee shall be an ex officio member of the program review committee.
- (16) 14 Subcommittees. Each committee may establish subcommittees as it sees fit and having established a subcommittee, may abolish it. No person who is not a member of a standing (permanent) committee may serve as a member of its subcommittees except by appointment of the executive committee. It is each committee chair's responsibility to maintain minutes and pass them on to the incoming chair.

(G) Meetings.

- (1) The number of meetings of the faculty senate shall be determined by the faculty senate as appropriate for the conduct of its business, but at least two general meetings will be held each semester. All reasonable efforts will be made to schedule regular meetings at a standard time and day to permit coordination of senators' teaching schedules with meeting times.
- (2) All meetings of the faculty senate shall be open to members of the university community. Non-members of the senate may make a request to address the senate. Such requests to speak will be granted subject to a vote of the senate.
- (3) All meetings of the senate will be announced at least two weeks prior to the scheduled meeting unless the senate declares itself to be meeting in emergency session.
- (4) Requests to have items placed on the agenda of the senate must be submitted in writing to the secretary of the senate at least two weeks prior to the scheduled meeting of the senate.
- (5) Items referred to the senate by the president of the university, or the president's designee, for the good of the university, will be automatically placed on the agenda of the senate.
- (6) A petition of ten members of the senate may force an item on the agenda of the senate.
- (7) A detailed agenda will be distributed one week before the meeting.
- (8) A majority of the members of the senate shall constitute a quorum.

- (9) A roll call vote will be conducted if requested by any senator.
- (10) One permanent item on the agenda shall be presidential remarks.
- (11) Special meetings may be called at any time by the chair, or by the executive committee, or upon petition by any seven senate members who present their request in writing to the chair. Announcements of special meetings will contain an agenda for the meeting.
- (12) Senate members are expected to regard attendance at all meetings as a primary obligation to their colleagues and to the university. When conflicting professional duties, imperative personal affairs, or illness make attendance at a given meeting impossible, senate members are expected to notify the secretary in advance of the meetings. Such absence will be separately listed in the minutes as absences with notice. Senators are expected to attend meetings in person. When a virtual meeting option is available, those with a compelling reason to attend remotely should request permission by contacting the chair prior to the meeting.

(H) Membership.

- (1) Eligibility. Members of the faculty senate shall be elected from the members of the fulltime faculty of the university of Akron, excluding deans, department chairs, and other primarily administrative officers with faculty rank; from the part-time faculty; from students; from full-time academic advisors; and from retired faculty.
- (2) Apportionment.
 - (a) The full-time faculty of the individual degree-granting colleges, the branch campuses, and the university libraries shall elect representatives from their membership, excluding deans and other primarily administrative officers with faculty rank, apportioned on the basis of the number of full-time faculty within the electorate and appointed to the units during the semester of the election; one senator for each fifteen full-time faculty members or fraction thereof. For purposes of these bylaws the terms full-time faculty includes all full-time distinguished professors, professors, associate professors, assistant professors, professors of instruction, associate professors of instruction, assistant professors of instruction, professors of practice, associate professors of practice, and assistant professors of practice, excluding visiting faculty members.
 - (b) The part-time faculty shall elect two representatives from their membership.
 - (c) The full-time academic advisors shall elect one representative from their membership.
 - (d) There shall be three student representatives as follows:
 - (i) The president of the undergraduate student government;
 - (ii) One student appointed by the president of the undergraduate government whose term shall coincide with the president's term;
 - (iii) One graduate/professional student elected by that constituency.

- (e) The association of the university of Akron retirees shall elect two senators from its dues-paying membership who are retired faculty members. Senators representing the university of Akron retirees association may not be elected to the executive committee nor serve as chair or vice-chair of any senate committee on which they sit.
- (3) Diversity. To insure the representation of diverse views, all reasonable efforts should be made by the various electing units to elect members of underrepresented groups to the senate. The senate may appoint up to three additional members from full-time faculty to increase diversity.
- (4) Electorate.
 - (a) The eligible electorate, for the full-time faculty membership on the faculty senate, consists of all full-time faculty of the University of Akron. For the purposes of election to the faculty senate, academic deans, department and division chairs, directors of schools, and administrative officers holding full-time faculty appointments will be considered part of the electorate.
 - (b) The eligible electorate for the part-time faculty membership on the faculty senate consists of all part-time faculty of the university of Akron.
 - (c) The eligible electorate for the full-time academic advisors consists of all full-time academic advisors of the university of Akron.
 - (d) The eligible electorate for the graduate/professional student membership on the faculty senate consists of all graduate and professional students currently enrolled at the university of Akron.
- (5) Terms of office.
 - (a) The terms of office for members of the senate shall be three years, with the exception of student government representatives and part-time faculty senators who shall serve one-year terms.
 - (b) New members shall take office at the first senate meeting of the fall semester.
 - (c) Should any elected member of the senate become an administrative officer on either an acting or a permanent basis during the term for which the member was elected to the senate, the person's seat shall be deemed vacant.
 - (d) A full-time faculty member who, before the expiration of his or her term of office as a senator, retires but continues to be employed part-time as a faculty member while participating in a university-approved program for transition from active employment to retirement may complete his or her term of office as a senator and may serve as an officer of the senate.
 - (e) Should a member of the senate be unable to discharge the duties of the office, the senate may declare the member's seat vacant.

- (f) Senators who are on professional, medical, or administrative leave for one semester or less will retain their seats. If the leave extends past one semester, the senate may declare that seat vacant. The senate may declare vacant the seat of any senator who becomes unable to regularly attend meetings.
- (g) The senate may expel any senator who is absent without notice from more than three meetings during an academic year. In such event, the senator's seat shall be deemed vacant.
- (h) Should a vacancy occur, the senate shall notify the appropriate unit to conduct a special election to fill the vacant seat.

(6) Elections.

- (a) Elections to the senate shall be subject to the following requirements and to the bylaws and rules of the electing unit except to the extent that they are inconsistent with these requirements:
 - (i) General elections shall be conducted and election reports of the individual units shall be submitted to the faculty senate office by the Friday of the twelfth week of the spring semester.
 - (ii) All elections shall be by secret mail or electronic ballot.
 - (iii) Elections may be conducted using the ranked-choice (i.e., instant-runoff) method.
 - (iv) In elections with only one seat at stake, when the ranked-choice method is not used, each winning candidate must secure a majority of the votes cast. In the event no candidate receives a majority, there shall be a run-off election between the two highest vote-getters.
 - (v) In elections with more than one seat at stake, when the ranked-choice method is not used, each winning candidate must receive a number of votes exceeding half of the total number of ballots cast. In the event there are seats unfilled and the remaining candidates did not achieve a sufficient number of votes, there shall be a run-off election among the highest vote-getters (two per unfilled seat).
 - (vi) When the ranked-choice method is not used, all run-off elections are subject to the same procedural requirements as the general elections.
 - (vii) All special elections are subject to the same procedural requirements as are general elections.
- (b) Conduct of nominations and elections to the senate from the degree-granting colleges and the university libraries will be the responsibility of the respective deans.
- (c) Conduct of nominations and elections to the senate from the part-time faculty will be the responsibility of the continuing part-time faculty senator, the faculty senate office, and the office of the executive vice president and provost.

(d) Conduct of nominations and elections to the senate from the graduate/professional students will be the responsibility of the graduate student council and the student bar association.

(I) Amendments.

- (1) Proposal. Proposed amendments to this rule may be placed on the agenda of a regular or special meeting of the faculty senate by a member of the senate or by petition of twenty per cent of the voting members of the faculty.
- (2) Procedure. A vote by the senate on a proposed amendment may be taken only after at least twenty-seven days have elapsed from the date on which the proposal was formally presented to the senate.
- (3) Majority. Prior to submission to the board of trustees, a proposed amendment requires the concurrence of sixty per cent of the votes cast by members of the faculty senate.

(J) Support.

- (1) Material support. The faculty senate shall have suitable office space, a budget for appropriate expenditures, and at least one full-time secretary for support of its activities.
- (2) Assigned time. The officers of the senate will receive at least one three-credit course equivalent per semester assigned time for support of their service.
- (3) Schedules. Collegiate deans, department and division chairs, and directors of schools are to use all reasonable efforts to provide members of the senate with course schedules permitting attendance at regular meetings of the senate.
- (4) Records. All inactive documentary material and related records of the senate will be deposited in and catalogued by the university archives.

(K) Rules. The rules contained in the current edition of "Robert's Rules of Order Newly Revised" shall govern the faculty senate in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the senate may adopt. A person who is not a member of the faculty senate may be appointed parliamentarian by the chair of the faculty senate.

Effective: 05/03/2021

Certification:

M. Celeste Cook
Secretary
Board of Trustees

Promulgated Under: 111.15

Statutory Authority: 3359.01

Rule Amplifies: 3359.01

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APPENDIX C

3359-24-02 Grievance procedure for graduate students.

(A) Purpose.

The procedures set forth in this document are intended to provide graduate students with a formal channel of appeal and redress of grievances arising out of their academic and/or employment relationship with the university.

(B) Procedures.

- (1) Any graduate student who believes that they have valid grounds for a complaint shall attempt to resolve the problem through a conference with the faculty member involved, the department head, and/or the graduate advisor. Following that, the student may attempt to resolve the problem with the assistance of the academic dean. A graduate student presenting a case to the academic dean must provide a full written statement of the grievance, together with all appropriate supporting material. When or if the problem has not been adequately solved at that level or the student wishes to appeal that decision, the student shall prepare a written statement of the complaint setting forth clearly and specifically the allegations and shall hand deliver or email the written complaint to the dean of the graduate school. The dean of the graduate school shall notify the complainant confirming receipt of the complaint and shall request all materials from the dean of the complainant's college.
- (2) The dean of the graduate school shall review the relevant materials and gather any additional information through documents or interviews to make a decision on the grievance. The burden of proof is on the graduate student to show that there has been a violation of the graduate student's rights. The dean of the graduate school shall issue a written decision on the grievance.
- (3) A written appeal may be filed with the executive vice president and provost if the student does not agree with the decision of the dean of the graduate school. The executive vice president and provost will assess each case on an individual basis and may appoint a grievance committee to make a recommendation. The decision of the executive vice president and provost will be final.

Replaces: 3359-24-02

Effective: 01/31/2015

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M. Celeste Cook
Secretary
Board of Trustees

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