

Agenda  
EXECUTIVE COMMITTEE  
Academic Senate, University of Dayton  
November 17, 2011  
SM 113B, 1:30-2:30 p.m.

**Opening**

- *Call to order*
- *Opening prayer/meditation* -- Antonio Mari
- *Attendance* (Corinne)
- ☞ *Approval of minutes from last meeting*

**Announcements**

- *Next meeting* -- Our next scheduled meeting is 1:30-2:30 p.m., December 1 (SM 113B). We'll take next week off for the holiday break. Happy Thanksgiving to you and your families! ☺
- *Guest from Leadership UD* -- Aaron Witherspoon (Student Development) is visiting ECAS today as a member of Leadership UD. Welcome to Aaron!
- *Charge to the voting rights committee* -- I e-mailed the charge we reviewed last week to all members of that committee.
- ☞ *Spring schedule* -- Please fill out the attached schedule for spring ECAS meetings, and get it back to Jackie by Monday, Nov. 21. I'd like to schedule meetings for 1½ hours in the spring, if at all possible. Please offer as much flexibility as possible, since it is difficult to find a time that all of us can meet.
- ☞ *Standing committee documents attached this week* -- SAPC minutes
- ☞ *Other agendas* -- The agenda to this week's Provost's Council meeting is attached. Please ask if you have questions about any items on that agenda.
- *Any other announcements?*

**Old business**

Agenda for Dec. 2 full Senate meeting

- We need to approve the agenda for the December meeting of the full Senate today
- Agenda items at this point:
  1. Documents for discussion and voting
    - a. *Student evaluation* (FAC) -- ECAS will review revised document from FAC today
    - b. *PA program proposal* -- APC says this is ready for the full Senate
  2. Report, no vote to take
    - a. *Performance dashboard* -- Provost will offer a report and seek feedback from the faculty; report will show topics that are measured but will not contain data
    - b. *Consultation plans* -- Jon will include this in the ECAS report
  - X. Probably not time for this
    - a. Titles for instructional staff, policy on emeritus status (FAC) -- These are ready for the Senate, but my thinking is we put these on the agenda in January. Does ECAS agree with that?
- Other items I haven't listed?
- *Task for ECAS* -- Determine how much we can realistically cover and set agenda. Keep

deadlines in mind, since the 4 items italicized all have important time restrictions.

UNRC membership

- *Bylaws*
  - Corinne, were you able to successfully update the UNRC bylaws with the changes from the Senate meeting?
- *Volunteers*
  - Emily Hicks agreed to serve on this committee as initially planned. Thank you, Emily, for this service!
  - Jesse Grewal will work with ECAS to find a student representative. Thank you for this assistance, Jesse.
  - The call for volunteers yielded ??? (check with Jackie)
- *Action required* -- Determine how to finish populating the committee

☞ SET proposal (FAC) -- see attachment

- *Background* -- FAC has revised this document, per our request
- *Action required* -- Determine if this is ready for the December Senate meeting.
  - Andrea -- Since we asked this committee to move quickly then delayed presentation of this document, I think we owe it to that committee to do what we can do to make sure this document is ready for the December meeting. If for some reason it's just not possible then there's no getting around that, but I think we should do everything possible to avoid that situation. If this couldn't be done, the we'd probably need to put the titles for instructional staff up to Dec. But let's not go there! ☺

☞ Summer enrollment proposal (Vinod Jain) -- see attachment

- *Background* -- Many faculty are concerned about dropping enrollment in third term classes. Vinod Jain has proposed a change in third term tuition and credit hours in response to this issue.
- *Feedback from CFO* -- I asked Tom Burkhardt to look at this proposal and offer any input that he felt would help our discussion. Tom said.... (if no report from Tom, then we might have to delay on this issue) You can follow up with him to see if he's had a chance to offer insight. If you do, please tell him I'm traveling and won't be at ECAS this week so he knows why you're calling instead of me.
- *Action required* -- Determine whether this falls in the Senate's purview, and if so, how to proceed

**Work in process**

Standing committee work assignments

- Updated list of tasks to be assigned to the standing committees:

<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	??
*Faculty evaluation (SET)	C	FAC	ECAS	Purpose of eval (revision)	??
GLC docs (3)	N		APC	Review	??
PA proposal	N		APC	Review	Nov.
Academic misconduct	C	APC	S/APC	Develop instructions	??

Student honor code	N		SAPC	Review for issues	??
PDP proposal	C	APC	APC	Review Appendix A	later
Intellectual property rights	C	FAC	FAC	Proposal	Nov. 8
Titles/emeritus	C	FAC	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	??
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
Academic misconduct	C	ECAS	S/APC	Develop form	Sept. 27

\*Highest priority topics  
 N/C = New or continuing  
 Prev = Which committee handled it last  
 To = Assigned to

***Another reminder for organizing purposes***

Work we need to do

- *Priorities for Senate meetings*
  1. Top priorities
    - a. Student evaluation (FAC) -- Need this to move forward on this issue yet this year
    - b. PA program -- Needs to get to Board of Trustees in January
  2. Next priorities
    - a. Grad School documents -- These are issues where we have no policy (or lack clarity), and that is needed sooner rather than later
    - b. Titles for instructional staff, policy on emeritus status (FAC) -- Pat Donnelly needs this for next year's contracts
  3. Needs to get done, but not time-sensitive with regard to a month or two
    - a. Intellectual property rights (FAC)
    - b. Application of the academic misconduct form (APC/SAPC)
    - c. PDP document (APC)
    - d. JRC document
    - e. Faculty workload (FAC) -- important, but won't be ready until spring
- *Other priorities for our work in ECAS*
  1. Consultation issue -- Need to resolve this issue so that we can move forward together
  2. Voting rights committee -- Need it to get moving so it can report by April
  3. UNRC -- Need to constitute it for future committee population