

*Minutes
Faculty Senate Meeting
March 7, 2018*

***** The complete Recording for this meeting can be found at <http://www.american.edu./facultysenate/agendas-minutes.cfm>**

Present: Professors Andrea Pearson, Elizabeth Worden, Todd Eisenstadt, Tony Ahrens, Karen Baehler, Kyle Brannon, Stefano Costanzi, Chuck Cox, John Douglass, Chris Edelson, Bryan Fantie, Doug Fox, Steve Silvia, Nikhat Ghouse, Maria Gomez, John Heywood, Derrick Jefferson, David Kearns, Ken Knight, Emily Lindsey, Mohamed Nimer, Zehra Peynircioglu, Jim Quirk, Richard Sha, Naoko Wowsugi, Provost Scott Bass, DAA Mary L. Clark.

Chair's Report – Andrea Pearson

Minutes Approval – The Senate **VOTED** 21-0-2 in favor of the February 7, 2018 minutes.

Election of the 2018 – 2019 Vice Chair – Professor Pearson announced that Professor Karen Baehler submitted a self-nomination for Vice Chair for AY 2017-2018. Dr. Pearson opened the floor for self- nominations and Professor Doug Fox nominated Professor Maria Gomez who accepted the nomination. The Senate **VOTED** by secret ballot in favor of Professor Karen Baehler.

SET Pilot – Professor Pearson reminded the Senate that the SET pilot is underway and further discussion of the CAS DAC memo will be returning after a complete review by the Executive Committee.

Senate Informal Luncheon – The final Senate informal luncheon will be on March 21, 2018 the Wed. following spring break. A location will be sent along with a reminder.

Strategic Plan Update – Professor's Lacey Wootton and Pat Aufderheide

Professor Wootton and Aufderheide gave an overview of the process, where the committee is and what they have done so far. They stated that President Burwell has met with many students, faculty and staff to discuss the process gathering information. Additionally, they will be returning with updates to the Senate along with providing awareness to the community via many forms and communication resources.

Background Checks and Sexual Harassment Working Group Follow-Up - Andrea Pearson

Professor Pearson informed the Senate that the administration informed her that background checks for faculty is an administrative prerogative. John Heywood would be chairing the working group and turned the discussion over to him.

Professor Heywood informed the Senate that the committee has decided that the timeline for a report from the working group will be December 2018. They will be researching practices at other peer institutions and surveying AU faculty.

**Grievance Process: Proposed Revisions to the Faculty Manual – Don Williamson
Section 11: Principles, Structure and Process for Faculty Actions, a., b.**

Language was presented to allow a candidate to request that internal reviewers with conflicts of interest recuse themselves from the process. Further language explained the process. The Senate **VOTED** 22-2-0 in favor.

CFA Proposed Faculty Manual Grievance Change in Section 11. Principles, Structure and Process for Faculty Actions – Steve Silvia and Max Friedman

Professor Silvia requested added language to request clarity from external letter writers a perceived conflict of interest and why they conflict does not prevent an objective assessment or warrant recusal. After discussion, the Senate **VOTED** 23-1-0 in favor.

Proposed Language for Memo to Units on Merit Review – Andrea Pearson & Scott Bass

Professor Pearson stated that the presented language was the first attempt to create a written process to help faculty understand how they are evaluated for their merit review.

Provost Bass followed with the concern that the current manual has a formula for tenure track faculty and expressed that a formula needs to be developed for term faculty. He stated that the term faculty guidelines are currently being developed by the units to be reviewed by the CFA and the Provost and DAA's office, so the question is to begin discussing a written process for term faculty is on the administrations mind. Further discussion was had about the drafted document and it was decided to return the draft to the Senate Executive Committee for further review and to discuss some of the presented issues discussed.

Academic Regulation Revisions – Jessica Waters

Proposed changes to regulations in sections 4.2 – 6.4 included the following:

4.2 Final Exam Policy

- Keep Office of the University Registrar consistent throughout
- OUR is drafting a new final exam policy that will amend/replace the deleted portions of this regulation (the procedures more properly belong in a university policy).
- Change to regulation title to remove “policy”.
- Changes language in 4.2.3 to ensure that only the University may set final exam policies.

4.3 Repetition of Courses

- Clarifies that a C is a passing grade
- Clarifies that students may only earn credit once for a course taken more than one time.

4.4. Freshman Forgiveness

- Restructure regulation for clarity
- Define Freshman Forgiveness
- Make clear that non-degree (with the exception of Mentorship and IAP) and transfer students cannot use Freshman Forgiveness.

- Make clear that courses that are not eligible for Freshman Forgiveness will make that information clear in the course description
- Make visible that to students that all grades may be included for the purposes of financial aid/regulations/awards
- Removes redundancy of where students should to determine whether a course is eligible for Freshman Forgiveness

The Senate **VOTED** 21-1-1 in favor.

5. Evaluation of Academic Performance 5.1 – 5.3.3

- Removed preliminary language to make regulation structure consistent with other regulations. Included this information in text of regulations.
- In 5.1, put information formerly in 5.1.5 in major/university requirements (does not belong in this section)
- In 5.2, clarify definition of good academic standing

5.4 Students' Academic Grievances, 5.5 Dean's List, 5.6 Lain Honors

- In 5.4, clarify where policy is located
- In 5.4, added information from revised 5.1
- In 5.5, make clear Dean's List requirements for Fall, Spring, and Summer terms

The Senate **VOTED** 23-0-0 in favor

5.7 Academic Warning, 5.8 Academic Probation, 5.9 Academic Dismissal

- In 5.8 and 5.9, make clear circumstances when OUR can place a student on probation, and that student can be dismissed if it becomes mathematically possible to achieve 2.00
- In 5.9. make clear that student needs to achieve 2.0
- In 5.9.4, clarify readmission standards

The Senate **VOTED** 23-0-1 in favor.

6. Student Status, 6.1 Designation of Full-time, Half-time and Less-than-Half-Time Students, 6.2 Non-degree Students, 6.3 Students' Class Standing, 6.4 Course Levels

- In 6.2.1, this reflects the reality of SPEXs programs
- In 6.4, changed to mirror graduate regulations

The Senate **VOTED** 23-0-0 in favor.

Faculty Senate Bylaws Revisions – Andrea Pearson

Professor Pearson began discussion of Articles I – Article IX. The following changes were discussed.

- **Article 1 – Powers and Jurisdiction of the Senate** -Athletic Director will provide a report to the Senate and invited for a Q & A if needed.
- **Article II Membership – Membership** – additional language to clarify that only the Vice Chair can serve in more than one position “in one year”. Additional clarifying

language to reflect practice with appointing special committees by the chair. Clarifying language to reflect practice on alternating between tenure to term candidates. Nominations for Vice Chair will be announced at the March meeting and elections will be held at the April meeting.

Article IV. Meetings – Additional language added to clarify the importance of preparation and outreach to units.

Article V. b. – Agenda and Conduct of Meetings – New language was added to clarify the no recoding and filming policy.

Article VI. b & G. Agenda and Conduct of Meetings – Clarifying the process on a disagreement on an agenda item to be determined by voting members present and eligible to vote. **G.** New language was added to explain the process to follow when Executive Session is requested at the Executive and Senate meetings.

Article VIII. Access to Records of the Senate – Clarifying language and process of the Senate records and archives.

Article IX. Committees and Functions- A. Executive Committee – Clarifying language was added to the process of electing the at-large and additional senator for the Executive Committee so the full membership is filled by the June 15 when the membership changes over. Change in Gen Ed name to AU Core and adding the President’s Council on Diversity and Inclusion as part of the list of committees that will report or meet with the Senate as needed. Adding the review of the Faculty Senate Bylaws, Graduate and Undergraduate Regulations to the list of duties which is current practice. Clarification on the approval of candidates that are picked to fill vacant at-large seats if deans are asked for a candidate.

The Senate **VOTED** 23-0-0 in favor.

Faculty Survey – Mary L. Clark – DAA Clark gave an overview of the committee membership and the development of the upcoming faculty survey. She went over some of the topics from the focus group findings and opened the floor for discussion. Dean Clark welcomed input from the Senators and closed by requesting that any further comments or concerns be emailed to her directly.

The meeting adjourned at 4:55 PM.