

**Kogod Faculty Council**  
**February 6, 2018**  
**Minutes (Agenda attached), prepared by Sophia Florestal**

**Attending Faculty:** Ajay Adhikari, Kent Baker, Meredith Burnett, Sheila Bedford, Bill Bellows, Wendy Boland, Carol Bruckner, Valentina Bruno, Michael Carberry, Erran Carmel, Mark Clark, Parthiban David, John T. Delaney, Heather Elms, Alberto Espinosa, Casey Evans, Sonya Grier, Dave Harr, Manoj Hastak, Robert Hauswald, Octavian Ionici, Susan Krische, Nandini Lahiri, Gwanhoo Lee, Emily Lindsay, Robin Lumsdaine, Mark Ma, Sarah Mady, Gerald Martin, Michael Mowchan, Tomasz Mroczkowski, Ghiyath Nakshbendi, Ayman Omar, Mahsa Oroojeni, Jay Pope, Girish Ramani, Leigh Riddick, Tara Rich, Bob Sicina, John Simson, Ioannis Spyridopoulos, Catalin Stefanescu, Siri Terjesen, Ed Wasil, Tommy White, Yijiang Zhao, **Staff:** Reena Dwire, Sophia Florestal, Adrian Mihailescu, Maureen Hall, Raina Gandhi

**Faculty Attending Online:** David Bartlett, Engin Cakic, Michael Clayton, Maria Figueroa-Armijos, Yujin Jeong, Tom Kohn, Anu Mitra, Joseph Mortati, Don Williamson, Yinqi Zhang,

**Absent Faculty:** Frank Armour (teaching), Nelson Amaral (Teaching), Derrick Cogburn, Serge da Motta Veiga (Sabbatical), Augustin Duru (Sick), Frank DuBois, Rick Gibson, Jeff Harris (Working for the S.E.C), Itir Karaesmen-Aydin (Sabbatical), Jill Klein, Rebekah Lewis, Richard Linowes (Sabbatical), Michael Mass, Sanal Mazvancheryl (Teaching), Alex Mislin (Sabbatical), Randy Nordby, Jennifer Oetzel (Teaching), Jeff Rinehart, Cristel Russel (Sabbatical), Jay Simon (Teaching), John Swasy, Tim Timura (Working for the S.E.C.), Benjamin Wright (Teaching),

**Prof. Heather Elms welcomed everyone and called the meeting to order.**

**1. Approval of Minutes of 12/05/2017 Council meeting**

- **12/05/2017** Motion to approve by Prof. Nakshbendi, seconded by Prof. Lahiri Approved unanimously by voice vote.

**2. EPC Actions – Prof. Nandini Lahiri**

The following EPC actions were considered during the meeting via electronic votes and proxy paper ballots. (Votes reported in order: “YES”, “NO”, “ABSTAIN”,)

- **S18.01 Graduate Certificate in Analytics**  
**Action: Create new graduate certificate**
  - The *Department of Information Technology and Analytics* and *Kogod Graduate Programs* proposes a new graduate certificate program in analytics.
  - This certificate is designed to provide on-campus graduate students with a basic understanding of business analytics. The courses in this certificate program can be used by certificate students as a foundation block if they wish to pursue a degree in MS Analytics. The courses can also be used to fulfill course requirements in other graduate degrees such as the full time MBA.
  - We believe that the certificate serves as a catalyst to enroll new students in the MS Analytics program. It also gives highly marketable, additional skills to our full time MBA students as well as to other graduate students on campus (e.g., SPA, CAS).

- The proposed certificate uses existing courses, faculty, and staff and will not require any new resources.

**Comments from faculty:**

- Prof. Mark Clark inquired as to whether the proposed elective courses listed in the catalog copy for the Certificate are exhaustive or whether there is the ability to add additional courses to that list such as the *Organizational and Social Networks Analytics* course that he and Prof. Alberto Espinosa are teaching. Prof. Ed Wasil replied that for right now, the department is making the list as constrained as possible and will see what the demand in like for a year and then add courses if needed.

**S18.01 was APPROVED (33:0:0)**

**3. Good of the Order**

- Council Chair Elms: This was the first Council meeting of the Spring semester
  - The March council meeting will be all about undergrad curriculum revision actions. Further information will be sent out to everyone.
  - Prof. Emily Lindsay sent out via email a Red-lined version of the revised AU Faculty Manuel, updated in late 2017.
- Prof. Siri Terjesen welcomes new faculty, Brett Gilbert to the Management department.
- Assoc. Dean Adhikari informed the meeting on Prof. Mark Ma being interviewed by NBC4 regarding the Stock Market Crash
- Prof. Siri Terjesen informed that the Incubator will be featured on WJLA at 5:23 PM on Tuesday 2/6/18.
- Prof. Bob Sicina reminded the meeting regarding Ajay Adhikari's call for you to report any 2015-2017 research supportive of our participation in the Principles for Responsible Management Education (PRME) initiative. Please submit your reports to Bob Sicina this week.

**4. Faculty-led Inclusive Pedagogy Session (75-minute interactive session, 2:55-4:10pm)**

- Creating inclusive classrooms: Faculty development leadership cohort for diversity & inclusion

**Council Chair Heather Elms - Meeting adjourned.**

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Faculty Council Chair: Prof. Heather Elms  
Faculty Council Vice-Chair: Prof. Mark Clark

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**Agenda for Kogod Faculty Council**  
**February 6, 2018, 2:35-4:20pm**  
**McDowell Formal Lounge**

2:30 Refreshments

Pre-meeting:

- a. Establish Quorum (Count all physically present) – Sophia Florestal & Prof. Mark Clark
- b. Establish Proxy Holders' presence - Prof. Clark

*All faculty members in the room voting on their own account and those online must use their laptop or smartphone to vote "Present." See attachment.*

2:35 Call to order

1. Approval of Minutes of 12/5/17 Council meeting
2. EPC Actions, Prof. Nandini (5 min)
  - a. **S18-01**      *Create New Graduate Certificate in Analytics*
3. Good of the Order
4. Faculty-led Inclusive Pedagogy Session (75-minute interactive session, 2:55-4:10pm)  
Prof. Emily Lindsay (KSB)  
Prof. Kiho Kim, (CAS)  
Prof. Scott Talan (SOC)  
Prof. Elizabeth Thompson (SIS)

## **Council Voting Procedures**

**Device:** Smartphone and laptop/tablet (no “dial up” phone)

Adrian has created a text number “22333” (text “kogodcouncil” ) and a web site page, [www.POLLEVERYWHERE.COM/KOGODCOUNCIL](http://www.POLLEVERYWHERE.COM/KOGODCOUNCIL) to facilitate voting.

Both permit easy voting. Once you’ve texted “kogodcouncil” to 22333, you’ll be able to text A, B, or C, according to the Yes/No/Abstain vote as indicated on the Council Meeting PowerPoint. Similarly, once you’ve bookmarked and opened the webpage, it automatically shows your choices.

Adrian can open, tally and close a poll easily. The web page updates the status and your options. We believe the most efficient procedure is to create a generic “Yes / No / Abstain” poll and activate it as required.

### **Presentation of the action at Council**

The action under consideration will appear in the PowerPoint screen in KSB 118 as we’ve done in the past. To simplify matters, any editing or construction of a motion will be done directly “on screen” in 118 using the power point slide. Separating the “vote” page from the “motion” slide seems to be operationally quick and simple.

### **Establishing Quorum and The Baseline for Passage of an Action**

Quorum count. Attendance will be confirmed two ways at the beginning of Council: normal headcount and by asking all members to e-vote “Present” (by smartphone/iPad/laptop) and by initial sign-in for any paper ballot. This paper ballot option is reserved for those who are physically present and wish to vote by ballot rather than smartphone/iPad/laptop/ PLUS those who hold a proxy for another member. (Adrian will create a “Vote Present” poll for this opening exercise for the quorum count.)

The attendance head count defines the baseline (a quorum requires 51% of KSB full-time faculty to be physically present) and thus the “hurdle” (67% of those present) for passage of any general vote taken at that Council. **If required**, a second “Present” vote may be taken for restricted votes (e.g., only tenure-track faculty are eligible to vote on certain issues).

### **Phone dial in**

At this time we have no simple and reliable system for members who listen via phone. (If you are a multi-tasker presenting at an academic conference and listening to Council, you have the option of requesting a proxy ahead of time.)

## Side Comments / Issues

1. Risk of double voting. To maintain anonymity we will not collect a name or id. Thus, we cannot prevent someone from voting via laptop and also a second device such as a smartphone. We are on an honor system.
2. Dropped internet connections while you are home / off site. There is no 'back up' system. A lost internet connection during a Council session means a lost vote. (Note, the hurdle remains the same since it may be too troublesome & time consuming to repeat the "All Present Vote" routine before every action vote.)

## Summary

With a computer or other internet capable device (e.g. iPad, Android tablet): go to [pollev.com/kogodcouncil](http://pollev.com/kogodcouncil) and select the response. Please bookmark the page for future use. At the beginning of the Council meeting we'll run a count to establish the quorum, please click on the "Present" button at the beginning of the meeting to get counted.

If you do not have access to a computer, you can use a phone to text the code corresponding to your chosen response to 22333.

Instructions for texting the response:

1. Start the text messaging application on your phone
2. Enter 22333 for the recipient address
3. Type KOGODCOUNCIL in the content field and press Send to join the session
4. After you have joined the session, you can enter the corresponding letter (A, B, or C) for the response (the letters will be projected on screen next to the response alternatives) and press Send.

The easiest way to respond is still by browsing to [pollev.com/kogodcouncil](http://pollev.com/kogodcouncil) with an Internet enabled device. If you have technical questions, please contact Adrian.

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