

Kogod Faculty Council

October 8, 2019

Minutes (Agenda attached), prepared by Sophia Florestal

Attending Faculty: Ajay Adhikari, Kent Baker, David Bartlett, Sheila Bedford, Bill Bellows, Carol Bruckner, Mark Clark, Parthiban David, John T. Delaney, Frank DuBois, Heather Elms, Alberto Espinosa, Casey Evans, Kelli Frias, Brett Gilbert, Sonya Grier, Jeff Harris, Robert Hauswald, Octavian Ionici, Tom Kohn, Nandini Lahiri, Robin Lumsdaine, Sarah Mady, Gerald Martin, Sanal Mazvanchery, Stacy Merida, Alex Mislin, Anu Mitra, Tomasz Mroczkowski, Ghiyath Nakshbendi, Randy Nordby, Ayman Omar, Chris Parker, John Simson, Ioannis Spyridopoulos, Catalin Stefanescu, Tim Timura, Tommy White, Don Williamson, Yinqi Zhang, Yijiang Zhao

Staff: Sophia Florestal, Adrian Mihailescu

Faculty Attending Online: Frank Armour, Valentina Bruno, Engin Cakic, Michael Clayton, Derrick Cogburn, Tara Fisher, Rick Gibson, Dave Harr, Itir Karaesmen-Aydin, Gwanhoo Lee, Mahsa Oroojeni, Jay Simon, Ed Wasil, Benjamin Wright

Absent Faculty: Wendy Boland, Meredith Burnett, Erran Carmel, Richard Devine, Augustine Duru, Maria Figueroa-Armijos, Manoj Hastak, Ron Hill, Yujin Jeong, Asad Kausar, Jill Klein, Jeff Lee, Emily Lindsay, Kimberly Luchtenberg, Michael Mass, Joseph Mortati, Jennifer Oetzel, Serge Pires da Motta Veiga, Joe Prendergast, Jay Pope, Girish Ramani, Ali Sanati, Leigh Riddick, Jeff Rinehart, Bob Sicina, John Swasy, Mikhail Wolfson, Heng Xu, Nan Zhang,

1. Remarks from Council Chair Robin Lumsdaine

- Welcome to a new semester.
- Introductions: Robert Hauswald has been elected as the new co-chair.
- **Approval of Minutes of April 23rd Council meetings**
 - Minute stand as approved. (If no corrections are needed, they are approved)

2. Comments from Dean Delaney

- WeWorks update:
 - Pilot program consist of 100 students
 - Currently working on the fine tuning of the program.
 - Observation: the Kogod initiative can be easily copied by a competitor (of which there are about 2 or 3 others in the market).
 - The Dean will report back to the faculty when updates are available.
 - Kogod is providing a service to WeWorks, which we view as valuable
- Academic integrity
 - A recurrent and systemic problem is that students are purchasing exams from online sources.

- The exams available for purchase concern both online courses and classroom courses.
- Websites provide incentives to students to share their test materials: if they upload exams, they get free downloads in return.
- Many websites provide this service.
- Faculty must re-evaluate their exam policies and the nature of the exams given out to students.
- The Dean is currently working on a particular case which will allow us to exactly determine where the problem originates from.
- This issue must be dealt with now.
- Professionalism Code
 - It was developed in Fall 2018, for the students to pledge and to sign on.
 - Code will establish certain behaviors. One being violation of exam rules.
 - The Dean's Office will be working on it this academic school year. It will have to be assessed and voted on by the faculty.
 - Faculty need to pay close attention to our exam integrity.
 - Students need to pledge upfront that they will adhere to the Professionalism Code.
 - Comments and questions from faculty members:
 - Has the legal department indicated whether a copyright notice carries any weight and do these websites honor copyright notices? Dean Delaney responded that the General Councils' Office will send a violation notice to any of these websites once AU sees any of our copyrighted materials on their sites and that a Cease and Desist notice will be sent to them. The main problem is keeping up with all these websites, and as noted it is really tempting for students to upload and get these exams.
 - It is therefore important for us to manage it on our end, as opposed to the legal end.
 - Under United States law, anything created by a faculty member is automatically copyrighted.
 - One member shared how they administered their exam via Blackboard, by only showing the students one question at a time.
 - Dean's comment: The main concern is when he sees an entire exam has been uploaded onto these sites. He asked that any advanced technology any faculty has, to please share with him.
 - Suggestion that the Respondus LockDown Browser program would be the best solution for this issue (it is used by this faculty member); it's a customized browser that increases the security of test delivery in Blackboard.
 - Homework sharing is a big problem with the online program. They shared that before exams they give the questions ahead of time, so cheating is less likely to happen.
 - Do we need to change our Academic Integrity language?
 - Response from Dean Delaney: We will cover this in the Professionalism class as well.
 - Exam cannot be edited on the 2U platform, they're not able to edit exams despite being told that exams would be editable. This issue still has not been resolved.
 - Has cheating increased or has it changed?
 - Dean Delaney: Technology has made it easier for students to cheat. Students are under pressure to perform on a certain level, so they take the easy way out.

- Some teaching assistants are also part of the problem, they're uploading exams to these websites. They suggested that those who have TA's make sure they understand the academic integrity standards and Kogod's protocols.

3. EPC Actions – Prof. Nandini Lahiri

- Voting took place at the EPC meeting; four minor action items were passed. All materials were emailed to everyone before the meeting.
 - F19-01: ACCT-635 Business Law, Ethics and Governance
 - Remove program restriction
 - F19-02: KSB-612 Strategic Thinking for Decisions
 - Remove program restriction
 - F19-03: KSB-630 Business Capitals Immersion
 - Remove program restriction
 - F19-04: KSB-631 Managerial Accounting and Operations Management
 - Remove program restriction

4. Proposed revisions to the CAC – CAC Chair Prof. Sanal Mazvancheryl

- Curriculum Assessment at Kogod has reached maturity
 - Significant growth in number of Kogod programs
 - Commensurate growth in the workload of CAC
- CAC membership currently limited to Dept. Representatives
 - Interdepartmental and Online Programs (BSBA, MBA, MBA@American) have limited input into the assessment process
 - They also suffer from a lack of single point of contact and responsibility
 - No formal coordination between Kogod CAC and AU COLA
- CAC also faces several Department level challenges
 - Significant variation in the assessment process across Depts.
 - Limited ways for departments to provide inputs to CAC
- CAC Proposed Changes
 - Item1A. Proposed wording: The Committee will also include (as ex-officio members), the Sr. Associate Dean for Faculty & Research, the Associate Dean for graduate programs (or their designee), the Associate Dean for undergraduate programs (or their designee), the Assistant Dean for online programs (or their designee), and Kogod representative on the Senate Committee for Learning Assessments (COLA).
 - Item1B. Proposed wording: Each academic department in Kogod will set up a department Level Curriculum Assessment Committee of at least three members. The department representative on the Kogod CAC will be the chair of the department-level CAC.'
- Discussion:
 - Some faculty members expressed general skepticism about creating a departmental level committee and questioned whether it was needed or would be effective. They argued that a whole new level and structure are not really needed; instead we should help the current representatives with ideas and opportunities to share the work differently without creating a whole new structure within each department. In

their opinion, it is unclear why departmental committees are really needed. The worry is inefficient duplication of effort, which would make this change ineffective.

- CAC Chair: The initiative would not create more work for the people concerned. No additional reporting will come of this action.
- Council Chair: Pointed out that while it was not mentioned in the presentation, her understanding was that many curricular issues are housed within specific departments. For these types of programs, like BSF and the MSF, it is preferable for assessments to be discussed in the Finance and Real Estate Department and percolate up from there. So, the proposed change would facilitate that.
- CAC Chair confirmed that this reason was mentioned under “Departmental challenges” in the document that was circulated before the Council meeting. He noted that the Kogod CAC cannot be an expert on every departmental program and that input needs to come from the department level.
- CAC Committee member: There should be more input from faculty. Lack of participation from faculty members is a real issue. Institutional memory is needed on the department level.
- SR. Assoc. Dean Adhikari: The current structure is not working. In some of the departments, the representatives to the CAC are overwhelmed, they have no support from their fellow faculty members. Shared responsibility is needed to get the work done.
- CAC Committee member: The goal is faculty participation in assessment of student learning and meaningful change.
 - A faculty member suggested a friendly amendment to enable “some” departments to adopt the proposed structure but not “all” departments and reiterated earlier concerns about inefficiency and unnecessary creation of a whole new structure just because a few departments are not fully committed to support the assessment effort. Council chair: Pointed out the CAC is asking for help by proposing this departmental committee structure. Sr. Assoc. Dean Adhikari noted that if a department is running a specialized program, it makes sense to have this proposal in place.
 - A department chair noted that while they had explained the current process to their department members, when it comes to the assessment aspect, the structure is not currently in place. Assessment must circle back to the Curriculum team.
- Another faculty member suggested program-based assessment committees rather than departmental committees
- **The question was called and seconded. Voting results: Motion passes: 33 For, 8 Against.**

5. Additional announcements

- Prof. Casey Evans announced a CTRL event happening on October 23rd in Kogod. Topic: Engaging International Students in the Classroom.
- Council Chair Lumsdaine stressed the importance of attending the CTRL event, especially considering the increasing numbers of international students in Kogod programs. She emphasized that the event was not being held as part of a Council meeting because the purpose of council meetings is for governance and discussion, not for presentations.

- Department Chair Jeff Harris announced the Accounting and Finance group having an alumni event on Thursday night at Tenley Bar and Grill from 6 pm to 8 pm, October 10th.
- Prof. Nakshbendi announced the 6th Kogod Sovereign Wealth Funds Conference, October 16, 2019. A few seats are still available for anyone that would like to attend. Interested faculty members should send him or Jeff Harris a message and he will send them an invitation to the event.
- Council Chair Lumsdaine mentioned that SIS has organized a panel on the implication of Brexit on October 15th from 1 to 4 pm; she will be on the panel. It is a university wide event.

6. Good of the Order

- Professor Williamson informed us that Prof. Bruckner (Tax Policy Center) has received a \$50,000 grant from Wharton Pension Research council.
- Professor Nakshbendi announced that Kogod has received \$15,000 to fund the Sovereign Wealth Fund Conference.
- SR. Assoc, Dean Adhikari acknowledged Prof. Kent Baker's publishing of his 34th book.

7. Adjourn

- Upcoming Council meetings:
 - Tuesday, Nov. 12, 2019
 - Tuesday, Dec. 3, 2019

Council Chair Robin Lumsdaine - Meeting adjourned.

Faculty Council Chair: Prof. Robin Lumsdaine
 Faculty Council Vice-Chair: Prof. Robert Hauswald

Kogod Faculty Council Agenda

October 8, 2:35-4:20pm

KSB 118

2:30 Refreshments

2:35 Call to order (Prof. Robin Lumsdaine, chair)

1. Approval of Minutes of April 2019 Council meeting

2. Comments from the Dean (John, 15 min)
3. EPC (Nandini, 10 min)
4. Proposed revisions to the CAC (Sanal, 15 min)
5. Additional announcements (5 minutes)
6. Good of the Order (5 min)
7. Adjourn

Council Voting Procedures

Device: Smartphone and laptop/tablet (no "dial-up" phone)

Adrian has created a text number "22333" and a web site page, www.POLLEVERYWHERE.COM/KOGODCOUNCIL to facilitate voting.

Both permit easy voting. Once you've created the first text message to 22333, texting is simple. 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 power-point on screen in KSB 118 as we've done in the past. To simplify matters, any editing or construction of motion will be done directly "on screen" in 118 using the PowerPoint 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) OR 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/laptop/pad 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 headcount defines the baseline and thus the "hurdle" (67%) for passage for 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 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 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 joined the session, you can enter the corresponding letter (A, B, or C) for the response (the letters will be projected on the screen next to the response alternatives) and press Send.

For people responding by SMS it basically introduces a new step, they will need to text "kogodcouncil" to join the session, then things will be easier because the choices can be "A", "B", "C" or "1", "2", "3" instead of a long random number. The system is also nicer and easier to use from the point of view of the person who conducts the poll.

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

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