

*Minutes*  
*Faculty Senate Meeting*  
*May 6, 2015*

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

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Present: Professors: Lacey Wootton, Larry Engel, Candy Nelson, Tony Ahrens, John Douglass, Todd Eisenstadt, Maria Gomez, Alex Hodges, Billie Jo Kaufman, Despina Kakoudaki, Christine Lawrence, Jonathan Loesberg, Jun Lu, Glenn Moomau, Arturo Porzecanski, Andrea Pearson, Steve Silvia, Chris Simpson, Shalini Venturelli, Provost Scott Bass and DAA Mary L. Clark

Professor Wootton called the meeting to order at 2:34 PM

**Chair's Report – Lacey Wootton**

Professor Wootton stated that there have been some changes to the agenda in order to make sure that the review of the Graduate Regulations is completed. The Social Media Policy and Ombudsperson Survey and Report review will be done at the May 13, 2015, meeting.

Professor Wootton opened the meeting with the approval of the April 8, 2015, minutes. Professor Silvia requested a change in the CFA Instructions section and the Senate **VOTED** and the minutes were passed 18-0-1 in favor.

Professor Wootton introduced to the Senate the Executive Committee-nominated candidate for the Vice Chair seat in AY 2015-2016, Todd Eisenstadt. The Senate **VOTED** 19-0-0 in favor and welcomed Professor Eisenstadt to the Senate leadership.

Professor Wootton introduced to the Senate the new elected unit and at-large senators for AY's 2015-2017: Rachel Borchardt, University Library representative; Kelly Joyner from CAS, term faculty representative; Kate Wilson from CAS, at-large representative; Karen Baehler, SPA rep representative; and Chris Edelson from SPA, at-large representative. The changeover ceremony began with Professor Wootton thanking Candy Nelson for her three years of service in the Senate leadership positions and welcoming Larry Engel as Chair of the Senate starting June 15, 2015, and Professor Engel thanked Lacey Wootton for her service as chair in AY 2014-2015.

Professor Wootton thanked Lura Graham the Operations Coordinator of the Senate for her work and stated that she does many things that people do not know to make the Senate run.

Professor Glenn Moomau said that he wanted to recognize Professor Jonathan Loesberg, who will be retiring this year for all his contributions to the Senate and the university. Professor Loesberg has been on the Senate as chair and as a senator for many years; additionally, he was the chair of the Committee on Faculty Relations and the Senate representative on the Board of Trustees. Professor Moomau asked the Senate to take a vote by acclamation to thank Professor Loesberg for his many roles of service. The Senate **VOTED** and it was passed unanimously in favor.

## **Provost's Report on the Enrollment Status – Scott Bass**

Provost Bass stated that the May 1st deadline has come and at this point the university is in a very different space than it has ever been in its history. Diversity is up, and more money has been moved to provide for students with financial need.

Graduate enrollments are ahead of the past pace. We won't know the actual outcome until late August. Summer face to face continues to decline, and online classes are remaining the same. Summer revenue numbers may be short. Undergraduate numbers are a huge success story.

## **Graduate Regulations – Michael Keynes**

Associate Dean of Graduate Studies Michael Keynes began the continued review of the Graduate Regulations.

- **2.3 Admission to a combined Bachelor's / Master's Program** – Suggested language was presented and after discussion it was sent back for further drafting and will return at the May 13 meeting
- **3.7 Incompletes** - new sentence has been added to address deadlines. The Senate **VOTED** on 3.7 and 18-0-0 in favor.
- **3.9 Internships**
- **3.10 Repetition of Courses**
- **3.13 Academic Warning, Academic Probation and Academic Dismissal**
- **3.13.1 Students Enrolled in a Graduate Program**
- **3.13.2 Students Enrolled in a Graduate Certificate Program**
- **3.13.3 Graduate Non-degree Students**
- **3.13.4 Incompletes and Academic Probation**
- **5.2 Course Levels** – Minor Clarification of this language was requested and it was agreed on by the Senators to vote on for approval with the changes.
- **5.3 Cross-listed Courses**
- **5.4 Designation of Full-Time and Part-Time Status**
- **5.5 Continuous Enrollment**
- **5.10 Time Limit on Courses**
- **5.11 Substituting Courses**
- **5.12 Waiving Requirements**
- **5.13 Graduation**

Professor Wootton asked the Senators to vote on the regulations in sections starting with sections 3.9 – 5.13. The Senate **VOTED** and these sections were passed 18-0-0 in favor.

## **6. Credit Requirements**

- **6.1 Criteria for Courses to be Accepted for Graduate Academic Credit**
- **6.2 Transfer Credits**
- **6.3 Credits from Master's Degree Applied to PhD Programs**
- **6.4 Shared Credits**
- **6.4.1 Shared Credits for Concurrent Degrees**

- **6.4.2 Shared Credits for Non-Concurrent Degrees**
- **6.6 Permit to Study at Another U.S. Institution**
- **6.7 Permit to Study Abroad**
- 7. Requirements for a Graduate Certificate**
  - **7.1 Graduate Certificate Programs for Credit**
  - **8.4 Thesis**
  - **8.6 Dual Degree Programs**
    - **8.6.1 Dual Degree Programs within American University**
    - **8.6.2 Dual Degree Programs with Other Degree-Granting Instructions**
  - **8.7 Combined Bachelors and Masters Degrees** – with minor word change.

Professor Wootton asked the Senators to vote on section 6, 6.1 – 8.7. The Senate **VOTED** and all sections were passed 18-0-0 in favor.

- **9.4 Ph.D. Dissertation Committee**
- **9.5 Advancement to Candidacy**
- **9.6 Examination of Dissertation**
- **10.4 Interruption of Studies**
  - **10.4.1.1 General Conditions for All Temporary Leaves** – Friendly amendment of language addition, “in the course of a program.”
  - **10.4.1.3 Medical Temporary Leave and Reduction in Load**
  - **10.4.2.1 Voluntary Separation from the University**

Professor Wootton asked the senators to vote on the remaining regulations. The Senate **VOTED** on sections 9.4 – 10.4.2.1 and the remaining sections were passed 18-0-0 in favor.

Associate Dean Keynes stated to the Senate that *Appendix 1 – Petition for Exception Decision Chart* has been added to the regulations for reference and transparency. The Senate had a discussion that the chart was confusing and needed revisions to make clear those regulations that had no exceptions and who was the decision maker. After a lengthy discussion it was decided to send the Appendix back for the discussed revisions and return it for review at the May 13 meeting.

Professor Wootton reminded the Senators that the final meeting on May 13, 2015, will review the remaining Graduate Regulations, Social Media Policy, the Ombudsperson Survey and Report and SET report.

Provost Bass thanked Professor Wootton for her superb job in moving a very intense review process with ease. He also asked if the SET committee could send out a notice of complex topics that might be in the SET report for review prior to the May 13 meeting.

Professor Wootton stated that after the report is sent out to the AU community she will work with the committee chairs to highlight contentious issues.

**The meeting was adjourned at 4:42 PM**