

The complete Recording for this meeting can be found at:

<https://myau.american.edu/groups/Committee/fs/Shared%20Documents/Forms/AllItems.aspx>

Present: Professors: Elizabeth Worden, Karen Baehler, Andrea Pearson, Anthony Ahrens, Kyle Brannon, Stefano Costanzi, John Douglass, Chris Edelson, Max Friedman, Jolynn Gardner, Nikhat Ghouse, Maria Gomez, Robert Hauswald, John Heywood, Alan Isaac, Derrick Jefferson, Peter Kuznick, Emily Lindsay, Garret Martin, Danielle Mysliwiec, Zehra Peynircioglu, Jim Quirk, Richard Sha, Joran Tama, Provost Dan Myers, DAA Mary L. Clark.

Chair's Report – Elizabeth Worden

Professor Worden welcomed all to the meeting. She opened the meeting by welcoming the new Senators and committee members from the spring elections and thanked them for their willingness to serve in their roles on the Senate and its committees.

April 3, 2019 Minutes approval - Professor Worden opened the floor for edits and discussion of the April 3 minutes. No discussion or edits were made, and the Senate **VOTED** 19-0-0 in favor.

Senate Bylaw Changes

Committee on Information Services – Alan Isaac stated that the change was made specifically to clarify who the ex-officio members are and to clarifying the voting quorum process. The Senate **VOTED** 19-0-1 in favor.

Honors Advisory Committee – Language was omitted referencing the Honors in the Major and Field programs since they are reviewed by the Undergraduate Curriculum Committee. The Senate **VOTED** 19-0-0 in favor.

AU Core Subcommittees – The Core has been making some small changes as they roll out the entire program to include several adjustments to the committee names which represent the committees charge and changing the elected librarians that serve from non-voting to voting members. The Senate **VOTED** 19-0-0 in favor.

Executive Committee At-Large and Additional Election – The Executive Committee has nominated for their membership Jordan Tama from SIS as the additional Senator and Emily Lindsay from KSB as the At-Large Senator. Professor Worden opened the floor for additional nominations. No additional nominations were offered so the Senate **VOTED** in favor, 18-0-0 for Jordan Tama and 18-0-0 for Emily Lindsay.

SETs Update – Professor Worden informed the senate that the SETs pilot data is still being reviewed by the Office of Institutional Research. The results will be brought before the Senate in the Fall for a discussion and vote before the new questions can be implemented.

Upcoming Senate Agenda Items for AY 2019-2020

The Senate will be addressing the following initiatives next year:

- Academic Integrity
- A review of the Faculty Manual to find policies that hinder interdisciplinary
- Streamlining the curriculum review process with regards to Curriculog
- Revising the Statement of Freedom of Expression that the Senate sends out annually in the fall
- Establishing more faculty involvement in selecting the annual faculty awards

Provost's Report – Dan Myers

Provost Myers updated the senate on the following items:

- Current searches underway include the replacement for Terry Flannery, Vice President of Communications, which is almost completed. The new position for the Digital Learning Officer is also underway and it was decided to select a search firm to head this search. This is currently underway and is almost completed.
- Undergraduate enrollments are ahead of the class size goal for the fall. Melt is expected over the summer, but the goal will be met. Financial aid projections are falling within budget.
- The April/May edition of the new newsletter Overture was sent out. The information from this newsletter is a joint production of the Provost and Senate offices and is an opportunity to inform the faculty of things to come and to open the opportunity to be involved in coming initiatives.
- As informed by email the Graduate Studies and Research Offices have been separated. This move is to improve production of both offices since having them together is simply too much. The predicted date to have both offices' up and running is July 1st, the beginning of the new fiscal year. Filling the interim leadership positions is underway and an official search will begin soon.
- The retention task force is still working hard. They have contacted all students that have left the University in search of finding out why they have chosen to leave. Additionally, contact is being made to those students that have applied for transfers and the task force will continue over the summer to hopefully assist some of those students with having a better experience and implement early warning systems to eliminate these concerns.

- Provost Myers thanked the Senators and the Senate leadership for their work and expressed his delight with the commitment and productivity that this group and all its members have shown. He also thanked the outgoing past chair Andrea Pearson for her work. Provost Myers expressed his delight in working together with the Senate.

BoT Nomination Ratification – Professor Baehler gave a brief overview of the duties of the Senate BoT reps and stated that there are three committees not assigned to the Senate leadership that are represented by past senate faculty. The BoT would like to expand the opportunity to new faculty representation on these committees, so an open election notice was sent out to the faculty community earlier in May asking for nominations for the Communication, Audit and Finance and Investment committees. The current members of the faculty who have been serving on these committees self-nominated or were nominated and have been approved by the Executive Committee to serve again an additional three-year term. These nominations are, Lenny Steinborn for Communications, Don Williamson for Audit and Leigh Riddick for Finance and Investment. The Senate **VOTED** and approved all three representatives 19-0-0.

Annual Committee Reports – Elizabeth Worden

Professor Worden opened the floor to address any questions or concerns with the provided Senate Committees Annual Reports. Some questions and discussions were had. This review was informational and does not require a vote.

AU Core Annual Report – Cindy Bair Van Dam, Bradley Knight and Jessica Waters

The Director of the AU Core, Bradley Knight stated that as promised when implementing the Core program, the Core Committee would return to the Senate annually to provide an overview of its growth and development. This update will include implementation, work with the sub-committees and needed adjustments. Professor Cindy Bair Van Dam also stated that the Core has been working closely with the Senate Leadership over the past semester. She gave an overview of the committee work regarding course development and the review process. VP Waters covered the adjustments that have been made and acknowledged there is still work to be done. After the robust and detailed review, the floor was opened for discussion.

Professor Worden thanked the members of the Core team for the presentation and stated that the Senate looks forward to working with them next year in the growth and development of the Core.

Affirming Basic Needs Security Support Efforts Resolution – Nickolaus Mack

Nickolaus Mack, a current senior at the University presented a resolution to the Senate, which would affirm the University resources and awareness about supporting students' basic needs and security. The resolution also includes support for an optional clause in course syllabi about basic needs security. Nickolaus presented statistics of the need for food and housing for many of the students on campus and his resolution is being presented to not only bring awareness to the faculty but to the community. The Senate **VOTED** 14-1-1 in favor.

Graduate Academic Regulation Changes – Michael Keynes

Associate Dean of Graduate Studies Michael Keynes presented the following changes to the Graduate regulations for consideration.

- Preamble – Indicates that section 11 has the four-term sequence.
- 3.10 – This allows for a student to repeat a course more than once if one of the attempts is a withdrawal, pending unit approval. Many units have requested this change.
- 3.14. – This gets rid of the requirement that all students should be suspended with an academic code violation. This falls in line with the AIC committee which intends to revise the AIC policy and has been requested by all units.
- 8.7 – The regulation that bachelor's/master's students must maintain enrollment between the bachelor's and master's degrees was accidentally deleted from a previous version. This corrects that error.
- 9 – Changed the section name to “Doctoral” rather than “Ph.D.” to account for the incoming Ed.D. in the same section. Also changed all other references of “Ph.D.” to doctoral in the remaining section, except as noted below.
- 9.4 – Added different sections for “Ph.D.” and “Professional Doctoral Degree” Committees, keeping all common traits in a common section. This language for the Professional Degree was requested by the School of Education.

The Senate **VOTED** 14-1-0 in Favor.

- 11 – Four term section
- (This has been created in a separate section to avoid confusions within the rest of the regulations, such as adding different language for terms and semesters in each section. As we establish the four-term programs and work out the challenges, we will eventually find language which can incorporate the ideas in this section into the rest of the regulations without adding confusion.)
- Describes the two calendars supported by American University.
- 11.1 – Establishes that all programs are associated with one calendar and four-term will be indicated in the catalog.
- 11.2 – Establishes that students can only take classes associated with one academic calendar.

- 11.3 – Makes changes to the regulations for four-term students in the previous text gear toward semester students:
- 11.3.1 – Sets the definition of a credit hour. The credit hour used for four-term is still is a semester credit hour, but the number of contact and out-of-class hours each week has changed for the shorter terms. The result is proportional to the Carnegie definition.
- 11.3.2 – Changes Incomplete deadlines from semesters to terms, keeping everything else the same.
- 11.3.3 – Establishes the appropriate credit hour rates per hours worked weekly for internships because a term is shorter than a semester.

The Senate **VOTED** 12-1-1 in favor.

- 11.3.4 – For four-term students, this dictates that a student is allowing for 3 terms to remain on probation rather than 2 semesters.
- 11.3.5 – Requires programs of study to be developed in the first term rather than semester.
- 11.3.6 – Establishes full time status, which is defined as 6 credits per term (rather than 9 per semester) and part-time as 3 credits per term (rather than 5 credits per semester).
- 11.3.7 – Requires students to maintain continuous enrollment by term rather than semester.
- 11.3.8 – Requires the Registrar to check that a student has not exceeded the time to degree after each term rather than semester.
- 11.3.9 – Requires students to apply to graduate in the last term they expect to take classes.

The Senate **VOTED** 14-0-0 in favor.

- 11.3.10 – Requires students to transfer credits in the first term rather than semester.
- 11.3.11 – Requires students to share credits in the first term rather than semester.
- 11.3.12 – Establishes the terms of for students enrolled in a graduate certificate program under the four-term calendar to maintain enrollment. It's the same

conditions for graduate certificate programs under the semester calendar, but just specifies starting from the first term.

- 11.3.13 – Requires student to register for courses before the start of the term rather than the semester.
- 11.3.14 – Establishes the add/drop date and rules for dropping a course for a student in the four-term calendar.
- 11.3.15 – Modifies the rules for taking temporary leave for four-term students. The only significant change is that a four-term student can take 4 terms rather than 2 semesters for temporary leave. The decision came about because a student enrolled in a semester program does not need to be enrolled over the summer, and therefore can take a full year of temporary leave. Since four-term students attend AU for the entire year, it was determined that 4 terms are equivalent to two semesters for these purposes.

The Senate **VOTED** 14-0-0 in favor.

Changing of the Gavel Ceremony – Elizabeth Worden & Karen Baehler

Professor Worden thanked the senate for a wonderful year and stated she was very proud of the work that has been done this year. She passed the gavel to Karen Baehler who will begin her term on June 15.

The meeting was adjourned at 5:04 pm.