

*Minutes
Faculty Senate Meeting
May 13, 2015*

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

Present: Professors: Lacey Wootton, Larry Engel, Tony Ahrens, Sheila Bedford, John Douglass, Alex Hodges, Billie Jo Kaufman, Joshua Lansky, Christine Lawrence, Jun Lu, Mary Mintz, Glenn Moomau, John Nolan, 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 2:35 PM

Minutes Approval – Lacey Wootton

Professor Wootton asked the Senate to approve the May 6, 2015 minutes and to discuss any questions or concerns. The Senate **VOTED** and the minutes were approved in favor 16-0-0.

Chair's Report – Lacey Wootton

Professor Wootton's report stated:

- The personnel head count report that was on the agenda at the May 6 meeting has been provided for review
- The Faculty Conduct Code Committee membership has almost been filled. The university library is still working on finding their representative. The Senate approved of the committee membership and **VOTED** 15-0-0 in favor.
- Professor Wootton asked the senators to welcome Professor Kyle Brannen who will be replacing Christine Lawrence as the SOC representative.
- Professor Wootton stated that in her travels during the year as being the term faculty chair of the Senate, she has been confronted with amazement that it is being accepted by the tenure line faculty and she has been asked if she has felt as though her job has been threatened. She stated no to both and replied that it speaks highly of the institution as a place where colleagues appreciate one another. She also said she is very grateful to have had the opportunity and it was a great experience.

Provost's Report – Scott Bass

Provost Bass stated that:

- Enrollments look soft in terms of summer enrollments. Online classes remain strong and face to face have declined
- Fall graduate enrollments are running ahead of last year's pace. This could be from better use of digital systems.
- Undergraduate numbers are doing well.

- Mellon Project, now named the RISE (ReInventing the Student Experience) project, will be working on the overall service philosophy of the university.
- Core curriculum/general education, quantitative requirements, grade equity and grade inflation will be topics brought to the Senate for next year's work.

Social Media Committee Report – Jenise Overmeier & Ayman Omar

Professor Overmeier from the University Library and Professor Omar from Kogod stated that the original charge from the Senate and the Provost was to develop policies that faculty could put on their syllabi to protect their intellectual property regarding lecture capture and also develop guidelines for faculty's use of social media. As a result the committee has developed language for the syllabi and a Guidelines and Tips document for faculty, staff and students to use. The decision to develop Guidelines and Tips instead of policies was to allow for the changing existence of social media. Two friendly amendments were made to strike a sentence and add video and live streaming language. With those changes, the Senate **VOTED** and the report passed 19-0-0 in favor.

Ombudsperson Survey Results and Committee Report - Stacey Marien and Lauren Weis

Professor Wootton stated that if the Senate votes for the committee to proceed to craft a proposal for an ombuds position, this will not be something that would happen in the current budget cycle. Additionally, any further development of this position would have to be worked on with the DAA's office on for any supervisory implications as well as legal counsel for any legal implications.

Librarian Marien stated that she wanted to thank Professor Wootton for helping to facilitate the issue of an ombudsperson this year. The survey that was created was done so to gauge the interest of the faculty in this position. The results were extraordinary, with just under 50% of respondents supporting an ombuds position across all bodies of the faculty.

Professor Weis stated that the type of ombuds the community is seeking would be an organizational ombudsperson. The structure was selected from the International Organization of Ombuds Persons who sets the standards for this position. The most important principles of the ombuds structure are confidentiality, impartiality, informality and independence. She also said that this report does not suggest how this position would be structured.

Professor Wootton stated that the Senate cannot vote to establish this position but can vote to endorse the idea of the position.

Further discussion was had among the senators agreeing that the Ombuds Committee needs to develop a job description for this position, including who might do it and where it will be housed.

Professor Minz stated that the word "accept" means to receive but what the Senate should say is to "adopt" the report and request that the existing committee or a revised committee be charged to investigate possible models by the fall of 2015.

The Senate **VOTED** on the report with the amended language 17-1-1 in favor.

Graduate Regulations Section 2.3 and Exceptions Appendix – Michael Keynes

Professor Wootton stated that she would be expediting the discussion since this was discussed at length at the previous meeting in May. The revised language recommended for change by Professor Loesberg was **VOTED** on 17-0-0 in favor.

Professor Wootton stated that in the exceptions chart, the language in the chart is language from the already approved regulations so the Senate should just be looking at it for clarity. The Senate **VOTED** on the exceptions chart 18-0-0 in favor.

Professor Wootton also stated the next item to be addressed is the glossary. The Senate **VOTED** 18-0-0 and the glossary was approved.

SET Report – Tony Ahrens & Chris Tudge

Professor Tudge stated that the SET Committee was charged with rethinking the current SET process roughly a year and a half ago. After consultation with faculty, administrators and students, this is the current version of the report. Additionally the committee has met with the current Registrar, Doug McKenna, Assistant Registrar Brett Berkowitz, and from the Office of Information Technology, Randy Saba and Christina Whitchurch.

Professor Ahrens stated that there are four areas broken down in the report which will be used to direct the order of this discussion. They are as follows: Administration of SETs, Use of SETs, Going Beyond SETs and Other. Also provided by the committee is a new set of questions for Senate review.

The Senate discussed the report, with much of the discussion centered on the method of SET administration and on the types of data to be reported. The Senate agreed that the implementation of the quantitative and qualitative SETs would be best served online, along with implementing a pilot run with full professors in the academic year 2015-2016, rolling out the new system in fall 2016. There will also be a new working group established to work with the Registrar and the Office of Information Technology to select a vendor.

The Senate **VOTED** 15-1-1 in favor.

The meeting was adjourned at 5:35 PM