

Kogod Faculty Council Minutes

April 14, 2020

Minutes (Agenda attached), prepared by Sophia Florestal

Attending Faculty: Zoom Ajay Adhikari, Kent Baker, Bill Bellows, David Bartlett, Sheila Bedford, Wendy Boland, Carol Bruckner, Valentina Bruno, Meredith Burnett, Engin Cakic, Erran Carmel, Mark Clark, Michael Clayton, Derrick Cogburn, Parthiban David, John T. Delaney, Frank DuBois, Augustine Duru, Heather Elms, Alberto Espinosa, Casey Evans, Kelli Frias, Rick Gibson, Brett Gilbert, Sonya Grier, Dave Harr, Robert Hauswald, Ron Hill, Yujin Jeong, Itir Karaesmen-Aydin, Asad Kausar, Tom Kohn, Nandini Lahiri, Gwanhoo Lee, Jeff Lee, Emily Lindsay, Kamran Loghman Adham, Kimberly Luchtenberg, Robin Lumsdaine, Sarah Mady, Gerald Martin, Michael Mass, Sanal Mazvancheryl, Stacy Merida, Alex Mislin, Anu Mitra, Joseph Mortati, Ghiyath Nakshbendi, Jennifer Oetzel, Ayman Omar, Mahsa Oroojeni, Chris Parker, Paolo Petacchi, Jay Pope, Girish Ramani, Leigh Riddick, Jeff Rinehart, Ali Sanati, Bob Sicina, John Simson, Ioannis Spyridopoulos, Catalin Stefanescu, Ed Wasil, Tommy White, Don Williamson, Benjamin Wright, Heng Xu, Nan Zhang Yijiang Zhao,
Staff: Reena Dwire, Sophia Florestal, Adrian Mihailescu

Absent Faculty: Frank Armour, Tara Fisher, Jeff Harris, Manoj Hastak, Octavian Ionici, Tomasz Mroczkowski, Randy Nordby, Joe Prendergast, Jay Simon, John Swasy, Tim Timura, Mikhail Wolfson, Yinqi Zhang

1. Approval of Minutes from February meeting

- Bob Sicina called the question to approve and Leigh Riddick seconded it. Minutes approved.

2. Comments from Dean Delaney

- Thanked the faculty for all their efforts for our students during the pandemic, regarding keeping on track for all our educational initiatives.
- Projection for the fall semester:
 - Undergrad level: Deposit rates for the incoming classes are above normal rates, things look good on that end.
 - Graduate level: We are above targets, but over the past two weeks we've begun to see a few students withdrawn from the grad program. It's critical to keep enrollment up.
 - Asking faculty members to convert these students.
 - Many of the deposits are from international students and many of them have a difficult time getting Visas, because the U.S. government has not opened any of the consulates or embassies to issue visas yet.
 - The dean has been suggesting to the Provost to allow Kogod to look at options for graduate programs to move to online teaching. He wants the faculty to think about how they might transition to that option if it comes to that.
- Enrollment/Finance
 - Managing our cost
 - If not managed properly we have to make some budget cuts.

Kogod Faculty Council Minutes

- Looking at class size
 - Higher levels of class size: 40 to 45 students in a class
 - Take a look at overloads and stipends that people get for overload pay. The university is going to be looking at that.
 - Optimize the way we're scheduling classes.
 - One faculty brought up the issue that larger class sizes makes it harder to maintain effectiveness. The dean is open to concerns and issues that may be raised.
 - The dean stresses that we'll be facing a tough budget, and he's trying to set us up in a way that is going to allow us to take care of everyone. Instead of being in a situation where we have to begin to make difficult cuts.
- As a business school who better than us to understand what you need to do in a situation where there are financial troubles.
 - Focus on liquidity, we've got to manage things in a way where we're going to be able to be solvent.
- Delayed announcements for:
 - Various tenure and other promotions.
 - Appointments.
 - Have patience with the Provost and Vice Provost when it comes to all these decisions.
- Summer enrollment:
 - Larger than expected
 - Due to the universities eligibility to receiving some money from the CARES bill (Coronavirus Aid, Relief and Economic Security Act).
- Thanked everyone again for doing their best during these difficult times.
- Questions?
 - Erran Carmel: What is AU's plan for the fall semester if we have to go fully online?
 - Dean's response:
 - Decision of the possibility that we would need to go fully online, would it be better for us to go that route? Then we could move to on campus classes? Reinfection is a factor.
 - Parents concerns - How the world is viewing the U.S. and sending their children to American schools. Enrollment may be down due to that. Best to do all online classes so enrollment won't go down.
 - U.S. guidelines is different across state lines. Erratic information coming from the federal government.
 - Robin Lumsdaine stressed the importance of being prepared and being nimble when it comes to our current situation. Being proactive is really going to carry us forward.
 - Leigh Riddick regarding the MAP program: Any updates on student enrollment for it?
 - Dean's response: These programs are managed centrally and some of those programs have a pipeline of students who come in. So, there is a group of students in both the IAP and the MAP that we expect to be here in the fall. Exact enrollment is not known. Most of these students are from China,

Kogod Faculty Council Minutes

some go back home and return and some stay year-round. Fall 2021 that we expect they'll be a much more difficult transition in that program.

- Wendy Boland's response: AU requested that the current students enrolled in the program to remain in DC this summer. They begin their course work in the summer as oppose to the fall semester.
- They've met the standards for the program so they can move into Kogod's programs from the accelerator program.
- Projection: an increase in international students in general who chose to stay in the country, due to worries of travel restrictions

3. 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",)

- **S20.04** ***BSBA Specialization in Analytics and Minor in Business Analytics***
Action: **Create new undergraduate specialization and minor**
 - The Bachelor of Science in Business Administration specialization in Analytics and the Minor in Business Analytics meet the needs of students pursuing professional IT and analytics careers in consulting, governmental, not-for-profit, and for-profit organizations. It provides students with a strong foundation in business analytics, including database management, analytic software programming and analytics modeling and interpretation.
 - The specialization has 15 credits, 9 of which are required ITEC courses and 6 are electives.
 - The minor has 18 credits, 6 of which are required ITEC courses and 12 are electives.
 - The main motivational factor for this proposed specialization and minor is the substantial increase in enrollments in ITEC courses in the past 10 years, plus the expected surge in interest in analytics now that ITEC 320 is taught to all BSBA students.

S20.04 was APPROVED (55:0:1)

4. Revised KSB Policy for Developing and Evaluating Teaching, Voting item – Sr. Assoc. Dean Ajay Adhikari)

- Changes:
 - The option to have a classroom session recorded to be viewed later for peer observation purposes will also be available if recommended by the peer assessment committee and agreed to by the faculty being evaluated.
 - Term Faculty Seeking a Multi-Year Contract: Term faculty applying for an initial multi-year contract, in consultation with their department chair, will schedule a peer class observation in the two-years timeframe before applying for a multi-year contract.
 - Comment came up from a faculty member:

Kogod Faculty Council Minutes

- The senate is thinking of changing the SETs we have three questions that we'd like to focus on, we'll need to agree on, or determine, and share that information on what questions will be included or how that will be changed. And they're also considering in the Senate. Not the SETs for this spring because of all the changes that have occurred.
 - Response from Ajay: We would have to vote on this matter regarding teaching evaluation and our merit process. We would have to change the three questions based on the final version of SETS that comes from the Senate.
 - Motion passes 49:6:1

5. RTC changes to tenure and promotion guidelines – Voting item – Alberto Espinosa

- Process:
 - November 2015: RTC solicited input from dean, senior associate dean, and chair of 2014-15 RTC.
 - November/December 2019: RTC members met with departments to gather input and suggestions.
 - January/February 2020: RTC deliberated on issues raised by the KSB tenure-line faculty, chairs, and deans. RTC drafted revised guidelines.
 - February/March 2020: RTC members met with departments to assess reactions to revised guidelines and gather further input.
 - March 2020: RTC conducted a review of additional comments and developed final drafts of the guidelines.
- Key Changes:
 - Research:
 - Reduced prominence of the Journal's List to further emphasize that while it is a useful guide, faculty can pursue other reputable outlets.
 - Clarified and expanded the subsection on grant awards.
 - Teaching:
 - Reduced prominence of the SET's to further emphasize that while they are important, there are many additional ways to assess effectiveness in the classroom.
 - Service:
 - Made no substantive changes but provided more (non-exhaustive) examples of activities for internal and external service.
- Voting open only for full time faculty.
- Leigh Riddick called the question to vote and Alex Mislin second it.
- Motion passes 51:4:2

6. Additional announcements/ Celebrate faculty accomplishments

- Robin reminded the council this is her last official meeting as the council chair. Robert Hauswald will be the chair in the fall.
 - Ask faculty to start thinking about who wants to be co-chair in the fall.
 - Next Kogod forum is on May 7th.
- Prof. Meredith Burnett informed an upcoming Zoom Speaker event:

Kogod Faculty Council Minutes

- April 24th at 12 pm to 1 pm, Jay Gossby Smith. Please be on the lookout for an invite coming from Kataya. Topic: Diversity and inclusion.

7. Good of the Order

- Ajay thanked Robin Lumsdaine for her two-year service as chair and co-chair for the council.
- Ajay has heard Jay Goosby Smith speak before and encourages everyone to attend the Zoom meeting.
- Jeff Lee paper was published on Journal of Marketing Research, entitled “Strength of Weak Tie Consensus Language”. The paper bridges social network, sociolinguistic and social influence research, with implications for word-of-mouth, big data analysis and consumer well-being (e.g. risk-seeking in drinking and driving). Which he used at his AU job talk.
- Sonya Grier had an article accepted at the International Journal of Cuban studies on “Macro-Social Marketing”. The paper examines the influence of sociopolitical context on the way social marketing is conceptualized and practiced.
- Kent Baker appointed to the Editorial Board of the Journal of Risk and Financial Management. He also published his 34th book entitled “The Savvy Investor’s Guide to Avoiding Pitfalls, Fraud, and Scams”. This is the third of six books in his H. Kent Baker Investments Series with Emerald Publishing.
- Robin Lumsdaine is the AU representative for the American Economic Associations Committee on the Status of Women in the Economics Profession (CSWEP).
 - Two journals accepted articles in:
 - The Journal of Banking & Finance
 - Center for Financial Stability
- Alex Mislin published a paper with Susan Krische on the Journal of Behavioral and Experimental Economics entitled “The Impact of Financial Literacy on Negotiation Behavior. Funded in part by Kogod.
- Derrick Cogburn published a new book entitled “Researching Internet Governance” published by MIT Press. Book launch planned for the fall. It was made open access, thanks from a Hewlett Foundation grant.
- Frank DuBois published a co-authored paper in the journal Production Planning and Control entitled “Lean Manufacturing Implementation in Time of Crisis: The case of Estaleiro Atlântico Sul”.

8. Adjourn

- Upcoming Council meetings:
 - Fall 2020

Council Chair Robin Lumsdaine - Meeting adjourned.

Faculty Council Chair: Prof. Robin Lumsdaine

Faculty Council Vice-Chair: Prof. Robert Hauswald

Kogod Faculty Council Minutes

Kogod Faculty Council Agenda April 14, 2:35-4:20pm Virtual Zoom meeting

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

1. Approval of Minutes of February 2020 Council meeting
2. Comments from the Dean (John, 15 min)
3. EPC (see attached documentation) – **voting item** (Nandini Lahiri, 10 min)
 - S20-04 – **major action, requires vote** – BSBA Specialization and Minor in Business Analytics
 - S20-05 – S20-08 – **minor actions, information only**
4. Revised KSB Policy for Developing and Evaluating Teaching (see attached documentation) – **voting item** (Sr. Assoc. Dean Ajay Adhikari, 20 min)
5. RTC changes to tenure and promotion guidelines (see attached documentation) – **voting item** (Manoj Hastak or Alberto Espinosa)
6. Additional announcements (5 minutes total) – this is for events and other information items that are of general interest – please limit remarks to a few sentences
7. Good of the Order (5 min total) – this is to share good news and to celebrate in each other's successes, either your own or others – if your news has not already been mentioned, please share it!
8. Adjourn: **next Council meeting is in the fall**

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

Kogod Faculty Council Minutes

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

Currently, 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:

Kogod Faculty Council Minutes

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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