

Kogod Faculty Council
April 3, 2018
Minutes (Agenda attached), prepared by Sophia Florestal

Attending Faculty: Ajay Adhikari, Nelson Amaral, Kent Baker, David Bartlett, Sheila Bedford, Bill Bellows, Carol Bruckner, Meredith Burnett, Erran Carmel, Mark Clark, Parthiban David, Frank DuBois, Heather Elms, Alberto Espinosa, Casey Evans, Maria Figueroa-Armijos, Sonya Grier, Maureen Hall, Robert Hauswald, Octavian Ionici, Tom Kohn, Susan Krische, Nandini Lahiri, Gwanhoo Lee, Emily Lindsay, Mark Ma, Sarah Mady, Stacy Merida, Anu Mitra, Joseph Mortati, Tomasz Mroczkowski, Ghiyath Nakshbendi, Ayman Omar, Mahsa Oroojeni, Girish Ramani, Tara Rich, Leigh Riddick, Jon Simson, Catalin Stefanescu, Ed Wasil, Tommy White, Yijiang Zhao, **Staff:** Reena Dwire, Sophia Florestal, Adrian Mihailescu, Greg Bailey, Andrea Carpenter, Katiya Popova

Faculty Attending Online: Wendy Boland (Maternity leave), Valentina Bruno, Engin Cakic, Derrick Cogburn, Augustine Duru, Brett Gilbert, Dave Harr, Yujin Jeong, Michael Mowchan, Randy Nordby, Jay Pope,

Absent Faculty: Frank Armour (teaching), Michael Carberry, Michael Clayton, Serge da Motta Veiga (Sabbatical), John T. Delaney, Rick Gibson, Jeff Harris (Working for the S.E.C), Manoj Hastak (Teaching), Itir Karaesmen-Aydin (Sabbatical), Jill Klein, Richard Linowes (Sabbatical), Robin Lumsdaine, Gerald Martin, Michael Mass, Sanal Mazvancheryl (Teaching), Alex Mislin (Sabbatical), Jennifer Oetzel (Teaching), Jeff Rinehart, Cristel Russel (Sabbatical), Bob Sicina, Jay Simon (Teaching), Ioannis Spyridopoulos, John Swasy, Siri Terjesen (vacation), Tim Timura (Working for the S.E.C.), Don Williamson (Doctors), Benjamin Wright (Teaching), Yinqi Zhang

Prof. Heather Elms welcomed everyone and called the meeting to order.

1. Approval of Minutes of 3/06/2018 Council meeting

- **3/06/2018** Motion to approve by Prof. Baker, seconded by Prof. Lahiri Approved unanimously by voice vote.

2. 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”,)

- **S18.11 BSBA Specializations**
Action: Change the specialization requirements
 - The Office of Undergraduate Programs has been enforcing a rule that the 12-15 credit hours for BSBA specializations must be at the 300-500 level and may not include independent studies nor internships. The last point this was mentioned in a catalog was in the 2010 -2011. It appears that it was removed from the catalog after this time unintentionally due to a desire for brevity.
 - After consulting with each Department Chair, it became clear that some departments wish to allow independent studies towards a specialization. Therefore, the proposed change to the catalog copy for BSBA Specializations is in red below:

- *Specialization (12-15 credit hours)*
Kogod students select an area of specialization from the approved programs below or design a custom specialization with the assistance and approval of their academic advisor. Specializations are 12 credit hours, with the exception of finance, which requires 15 credit hours. *Specialization courses must be at the 300 level or higher and may not include internships. Certain specializations may permit up to 3 credits of Independent Study towards the specialization where noted.* Students who choose to pursue two specializations must complete a minimum of 12 credit hours (or 15 credit hours for finance) for each specialization. With the approval of the Office of Academic Programs, BSBA students pursuing a second major may fulfill a custom specialization with courses from their non-KSB major coursework.

S18.11 was APPROVED (48:3:0)

3. Title IX Discussion and Training, *Regina Curran, AU Title IX Program Officer* ^(A1)

- Presentation covered Title IX purpose, definitions, obligation of faculty as “responsible employees”, policies, and guidelines. Further information is provided in an appendix to these minutes.

4. The Conversation, *Katya Popova, Kogod Director of Strategic Communication*

- Katya invited faculty to join *The Conversation*, an independent, not-for-profit media outlet that uses content sourced from the academic and research community, with the goal of increasing Kogod’s brand as a place where people go for guidance and inspiration. Currently Prof. Bruckner and Terjesen have contributed.
 - **Original Faculty Content:** The Marketing staff would like to engage all faculty in producing original content for *The Conversation*, a hub for content for many nationally-recognized media outlets. Content is free to re-publish and no changes to the content are allowed in the re-publishing process.
 - **Continued Public Relations Effort:** We will continue to leverage American University’s central marketing expertise on connecting Kogod faculty with specific media outlets and responding to media requests for expertise.
 - **Research Release Support:** Faculty research will be assigned campaign workflows for publicity and dissemination to best leverage owned media, such as social media presence, and earned media, such as media outlets.
 - May 1st, 2018 Kogod will begin our contract with *The Conversation*.
- *The Conversation:*
 - Their average 90 days in numbers:
 - 20.39 million readers, 460 articles, 44,300 reads per article, (average), 21 re-publishers per article, (average)
 - **Increase in Faculty Google Citations:** Because all original content can be linked to the research being cited within the article, original research can gain valuable exposure for citation purposes.

- **Ability to Understand Reach:** Sophisticated dashboards showcase where content has been shared, engaged with, and read. Additionally, dashboards provide school-level understanding of author and content success.
- **National Research Reach:** By writing once, faculty can reach audiences in many publications. Articles are republished in large national outlets such as The Washington Post, Time, Newsweek, CNN, Univision, and many more.
- Join *The Conversation* introductory training session on April 26th in Kogod with 1-2 editors and 2-3 representatives will be on campus. 3 hours sessions.

5. FedTech Program, *Prof. Bill Bellows*

- 3-Credit Unique Independent Study Courses: MGMT 390 and MGMT 690
For graduate and undergraduate students interested in an intensive immersion in technology entrepreneurship, the partnership of AUCI and FedTech provides a unique opportunity to work with leading scientists and business people to commercialize patented federal technologies through customer discovery and use the technologies to start their own companies.
- What is Fed Tech?
 - Up to three interdisciplinary teams of Kogod Students + CAS Students (3-6 students)
 - Participate with 35 other Entrepreneurs, Scientific Researchers, Inventors and other students
 - Assigned Patented Intellectual Property Developed in one of 25 Federal Research Labs
 - Engage in intensive 8-Week Customer Discovery Process to Commercialize the Technology
 - Final presentation hosted at Booz Allen Innovation Center with Booz Allen, attended by government and investors
 - Teams report results and present to inventors at Federal Labs
 - Can license the IP for low cost to start their own company
 - Can move from FedTech and apply to AU NSF iCorps Program for further research

6. Council Report, *Profs. Heather Elms and Mark Clark*

- Heather's time as Council chair is ending and Mark Clark is stepping up from vice-chair.
- Nominations for vice-chair are needed.
- Heather reminded people that Kogod Council is not "just a meeting", but a general process where faculty discuss a variety of issues including curriculum (they are working on changing how the forum runs the EPC portion). Revision to the by laws is needed to change how the voting is done.
- Heather stresses the need for faculty to show up to the meetings, that are less than 2 hours per month. We have make this a stronger community and to have the numbers to establish a quorum.
- Report for school year 2017 – 2018:
 - Curriculum: EPC actions
 - Tenure promotions policies and procedures, this extends to Term faculty – Reconciliation between policies still underway, it's still with RTC. Term faculty committee is currently working on revisions on term policies and procedures.
 - On matters and policies of general and strategic interest to the faculty and to KSB

- Our first meeting in Oct. 2017 - Results of survey launched at our first meeting (47/78 responses: 62%):
 - Priorities for Kogod Faculty Council (ranked as important or top priority for KFC):
 - Financial State of KSB – Dean Delaney spoke to forum.
 - Accreditation Process
 - Merit Review
 - Kogod Strategic Planning – Covered by Dean Delaney and had President Burwell join the forum.
 - Online Program
 - Rankings and Associated Initiatives
- Of less interest for Kogod Faculty Council (ranked as not needed to cover or somewhat important for Kogod Faculty Council):
 - Curriculum Review
 - Staff Organization & Transition
 - Security & Efficiency of KSB Council Voting: Prof. Clark mentioned that people listening online do not count towards the quorum.
- Current Issues:
 - Tenure and Promotion Reconciliation: currently with RTC
 - Merit Review
 - Online Program
 - Security & Efficiency of KSB Council Voting
 - Streamlining KFC meetings
 - Rankings and Associated Initiatives
 - Nominations for next Kogod Faculty Council Vice Chair—and thus the following year’s Chair (Must be a tenured faculty member) 2-year term. Prof. Jon Simson wants to help in reviewing the by laws regarding “tenure only” chair persons.
- Professor Elms thanked the council for her service as the Council chair for the past year. Passed the job to Prof. Mark Clark.

7. Good of the Order

- Assoc. Dean Adhikari:
 - Thanked Chairperson Heather Elms for her time in the position.
 - Reported that the Accreditation review was a positive one, the formal report will take some time before we see it.
 - President Burwell is coming to Kogod on April 24th to discuss her Strategic plan for AU.
 - Kogod’s Senate representatives: Prof. Robert Hauswald is now our new senator our new CFA representative Prof. Augustine Duru and stepping away from the RTC.
 - Prof. Emily Lindsay is now the “At large” senator. We’ll have two senators representing Kogod.

Council Chair Heather Elms - Meeting adjourned.

Agenda for Kogod Faculty Council
April 3, 2018, 2:35-3:45pm
American University Innovation Center,
Room 221, Don Myers Technology and Innovation Building, East Campus

2:30 Refreshments

Pre-meeting:

- a. Establish Quorum (Count all physically present) – Sophia Florestal & Mark Clark
- b. Establish Proxy Holders' presence – Sophia Florestal & Mark Clark

All faculty members in the room voting on their own account and those online must use their laptop or smartphone to vote "Present." See attachment.

2:35 Call to order

- 1. Approval of Minutes of 03/06/18 Council meeting
- 2. EPC Actions, Prof. Nandini (5 minutes)
 - a) S18-11: BSBA Specializations
Change the specialization requirements (Revised version of F17-12, discussed and tabled at December 5, 2017 Council meeting)
- 3. Title IX Discussion and Training, Regina Curran, AU Title IX Program Officer (30 minutes)
- 4. The Conversation, Katya Popova, KSB Director of Strategic Communication (5 minutes)
- 5. FedTech Program, Prof. Bill Bellows (5 minutes)
- 6. Council Report, Profs. Heather Elms and Mark Clark (10 minutes)
- 7. Good of the Order (5 minutes)
- 8. AUCI Ventures Showcase (3:45-4:45pm)
Student ventures will be "tabling" in the hallway outside AUCI. Faculty will have the opportunity to walk around, review material, and listen to 1 minute pitches by the ventures, engage in Q&A, and then fill out a scoring sheet to rank the pitches. You are encouraged to meet with as many ventures as possible. Ventures will be divided into 2 categories for scoring: Revenue/Grant Generating and Pre-Revenue.

First place winner in the Revenue/Grant Generating category will receive \$1,000. Second place will receive \$500. First place in the Pre-Revenue category will receive \$500 and Second place \$250.

Council Voting Procedures

Device: Smartphone and laptop/tablet (no “dial up” phone)

Adrian has created a text number “22333” (text “kogodcouncil”) and a web site page, www.POLLEVERYWHERE.COM/KOGODCOUNCIL to facilitate voting.

Both permit easy voting. Once you’ve texted “kogodcouncil” to 22333, you’ll be able to text A, B, or C, according to the Yes/No/Abstain vote as indicated on the Council Meeting PowerPoint. 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 PowerPoint screen in KSB 118 as we’ve done in the past. To simplify matters, any editing or construction of a motion will be done directly “on screen” in 118 using the power point 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) and 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/iPad/laptop/ 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 head count defines the baseline (a quorum requires 51% of KSB full-time faculty to be physically present) and thus the “hurdle” (67% of those present) for passage of 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 also 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 have joined the session, you can enter the corresponding letter (A, B, or C) for the response (the letters will be projected on screen next to the response alternatives) and press Send.

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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APPENDIX: Title IX Presentation, April 2018 KSB Council
Discussion led by Regina Curran, AU Title IX Program Officer

- Title IX prohibits recipients of federal financial assistance from discriminating on the basis of sex in education programs or activities.
 - Sexual harassment, including acts of sexual violence, is a form of sex discrimination prohibited by Title IX.
- “Responsible employee” (2001 OCR regulations)
 - AU Community members employed by the university (including student employees such as teaching assistants, resident assistants, and orientation leaders) have a duty to report Prohibited Conduct to the appropriate Designated Official, when they become aware of such conduct. (AU’s Discrimination & Sexual Harassment Policy and Procedures)
- Why does Responsible Employee reporting exist?
 - Two main goals: 1. Provide a comprehensive and accurate list of resources and reporting options to all reporting parties (including the option to file a criminal report if the student chooses). 2. Identify and address systemic patterns of discrimination and harassment
- Title IX Prohibits
 - Sexual Harassment, Rape, Sexual Assault, Sexual Exploitation, Dating & Domestic Violence and Stalking
- Title IX Program Office information: Regina Curran (rcurran@american.edu) and Title IX website (www.american.edu/titleix), Butler Pavilion 4th floor.
- What does Title IX require you to report?
 - The names of the alleged perpetrator (if known)
 - The name of the student who experienced the alleged sexual violence
 - Other students involved in the alleged sexual violence
 - Relevant facts: including date, time, and location (if known)
 - *You should not “investigate”, only report what you know.*
- You receive a disclosure, now what?
 - **Thank you for telling me.**
 - I need to let you know that I am responsible for reporting to the University... (goal is transparency and reducing surprise/distress, not to discourage reports)
 - **Confidential resources**
 - **OCHO**_[A2]
 - OASIS – Wellness Center, Hughes Hall
 - Counseling Center – MGC 2nd Floor
 - Health Center – McCabe Hall
 - Ordained chaplains in Kay Spiritual Life Center (13 individuals)
- What happens after you report?
 - **Outreach (100%)**
 - Every single victim/survivor will receive outreach from Title IX
 - Students may choose to respond or not (non-responsive students will receive comprehensive list of resources and reporting options)
 - **Intake**
 - Informational meeting to learn about resources/options and ask questions
 - **Accommodations**
 - Academic, housing, no contact orders, etc.
 - **Investigation**

- To determine if the other party has violated University policy
- Title IX and Kogod
 - 10% of all students involved in Title IX reports received in AY2017-2018 are enrolled in Kogod
 - Reaction/response of those who receive disclosures has a significant impact on future help seeking by those experiencing sexual violence, relationship violence, and stalking
 - Interim measures and supports enable students who have experienced violence to remain enrolled and moving toward degree completion