

Academic Assembly
October 14, 2013
2:05 – 3:35pm, STCN 130

MINUTES

Present: Jeffrey Anderson, David Arnesen, Brody Carlson, Carol Wolfe Clay, Brooke Coleman, Karen Cowgill, Isiaah Crawford, Tito Cruz, Lynn Deeken, Bill Ehmann, Terry Foster, Chuck Lawrence, Kristi Lee, Seve Manual, Michael Matriotti, Sean McDowell, Katherine Raichle, Roshanak Roshandel, Rob Rutherford, Heath Spencer, John Strait, Toni Vezeau

- I. Minutes 10-14-13
 - A. Note that an email was sent to faculty stating that the COPE trainings would be face-to-face during the academic year but that hybrid was being looked at primarily for summer
 - B. There will also be priority for courses that run during Nursing clinical
 - C. Minutes accepted with no revisions
- II. Engineering Program Reviews (*Katie Kuder, Greg Mason, Agnieszka Miguel, Mike Quinn, Teodora Rutar Shuman, Phil Thompson*)
 - A. All three programs went through external accreditation and then went through internal program review process
 - B. Separate memo for each program; no recommendations from dean
 - C. Electrical and Computer Engineering
 1. Increased enrollment from 65 (lowest) to 108 (current)
 2. Also received a \$612K, five year grant from NSF for transfer student scholarships
 - D. Mechanical Engineering
 1. Increased enrollment from 73 (lowest) to 125 (current)
 2. Graduates get jobs with leading employers including Boeing, and over 90 percent enter graduate school or a career within a year of graduating
 3. Small class sizes is a strength, trying to maintain but difficult with jump in enrollment
 4. Highest enrollment of three engineering programs, but only five tenure track faculty (other two departments have six each)
 5. One of the major labs is shared between all three departments and has severely outdated computers
 6. Needs gadget updates to maintain external accreditation
 - E. Gender Imbalance
 1. New freshmen group does seem to have more women
 2. Improving webpage to reflect projects more interesting to women
 3. Trying to create a community in department for women students, including participation in Society of Women Engineers
 4. Dean has written a CBL grant to support women in departments where they are underrepresented
 5. Three department chairs are women
 - F. Space challenges
 1. Developing online professional MS programs
 2. Currently remodeling to get more project teams into the existing spaces in Bannan and Engineering buildings
 3. In the future, new facility will help space crunch
 - G. Faculty Lines

1. Faculty area mentions using adjuncts, but this is not in alignment with the university policy to increase full time and tenure track faculty lines
2. Should be cautious recommending the addition of tenure track lines during a time of growth without knowing long term viability
3. Full time faculty allow tenure track faculty the time to do research and other scholarly endeavors, which should also be considered in a discussion of faculty lines

H. Edits

1. Civil Engineering memo
 - a. First recommendation change “insure” to “assure”
 - b. Amendment to paragraph 3 on page 3, add third bullet point: “Dean’s proposal of hiring two full time instructors as a transitional evaluation of faculty need based on enrollment and enrollment projections may be appropriate but ultimately full time tenure track slots should be employed, assuming need” – approved
 - c. Add amendment to Electrical and Computer Engineering memo – approved
2. Vote on three memos with above edits – approved

III. Core Governance – moved to future meeting

IV. Committees and AcA Service

- A. Discussion of proposal for mandatory committee service for AcA members on several types of committees
 1. Subcommittees of proposed Faculty Senate (Program Review Committee, Academic Policy Committee, Faculty Handbook Revision Committee, University Rank and Tenure Committee, University Assessment Committee, etc.)
 2. Committees on which at least one AcA member would serve
 3. A few advisory committees, including select Board of Trustees subcommittee meetings
 - B. Need to define roles (voting, advisory) of AcA members on all listed committees, as well as a charge for each committee
 - C. Difficult to commit to additional AcA service work when some schools/colleges do not acknowledge university-level service in their own assignment of service work
 - D. Program Review Committee role
 1. Proposal to allow PRC to determine whether or not concerns with program reviews or new program proposals are significant enough to elevate to AcA
 2. May need a clear set of rules for what would elevate a review to the full AcA
 3. Both new program proposals and program reviews go through PRC, may need to add members and separate into two groups
 - E. Academic Policy Committee proposal
 1. Plagiarism, hardship withdrawal , etc. are currently developed in the Council of Associate Deans and then reviewed by Deans’ Council and AcA
 2. Currently missing a policy committee that recognizes vested faculty interest in policies and determines where to have institutional policy versus college/school policy
 - F. Provost recommends to move University Rank and Tenure Committee and University Assessment Committee to category B, as these are not subcommittees of AcA
 - G. Rob will revise document and AcA will vote on three committee questions at next meeting
- V. Suspend/Discontinue Program Form – moved to future meeting
- VI. Conflict of Interest Committee Revision (*Nalini Iyer*)
- A. Earlier this year AcA approved the Conflict of Interest policy and requested a committee scope and membership document
 1. The committee is likely to be fairly dormant, but we need it in place for compliance

2. IRB representation would be included if the issue involved human subjects, but not otherwise
 3. Committee membership does not include an AcA representative
- B. Motion to add a member of AcA appointed by AcA – approved
 - C. Motion to approve committee with additional member from AcA – approved

VII. Announcements

- A. AAUP conference had discussion and information on shared governance models, which Toni will forward to AcA and members can forward to their schools/colleges as they see fit
- B. Ombudsperson
 1. Currently developing a charter, open to AcA input
 2. John will propose a committee structure to vote on at next meeting
- C. Introduction of new member to AcA: Seve Manual, Graduate Student Council (GSC) rep from College of Nursing
- D. Conference and Event Services is seeking faculty input on a new SU calendar system, and will present to AcA in the near future