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Faculty Senate Chronicle for May 2, 2019

Heather M. Loughney
hl@uakron.edu

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May 2, 2019

33 pages

SENATE ACTIONS

1. Adopted a resolution from the Curriculum Review Committee to approve the list of course proposals (Appendix A).
2. Adopted a resolution for the General Education Advisory Committee to approve the list of courses for Fast Track General Education (Appendix B)
3. Approved a series of changes to the bylaws of the Faculty Senate (Appendix E)

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MINUTES OF THE FACULTY SENATE MEETING OF
May 2, 2019

The meeting of the Faculty Senate took place Thursday, May 2, 2019, in room 201 of the Buckingham Center for Continuing Education. Senate Chair Linda Saliga called the meeting to order at 3:01 pm.

Of the current roster of 64 senators, 40 attended the meeting. Senators Broadway, Ferris, Hajjafar, Haritos, Hazlett, Mahajan, Roy and Seher were absent with notice. Senators Bean, Bible, Brown, Cargill, Chronister, Cole, Day, Espanol, Hauser, Hoge, Kandray, Kelly, Walker, Wang, Xi and Zheng were absent without notice.

I. Adoption of Agenda

On Senator Thornton's motion, the agenda was adopted as amended by Chair Saliga without dissent.

II. Adoption of Minutes of the April 4th, 2019 Meeting

On Senator Nicholas's motion, the minutes were adopted without dissent.

III. Remarks of the Chair

As the 2018-19 academic year draws to a close, I find myself reflecting on the last nine months. We started the year trying to come to grips with the program cuts attributed to last year's academic program review. We developed three-year action plans. Reorganization was "discussed" twice. A new process for reviewing academic programs was implemented. We are in the process of searching for a new president. Academic units developed workload policies

that are now in the Office of Academic Affairs. About half of the faculty were presented with a voluntary separation or retirement plan. The title “Provost” has been retired and we now have two executive vice presidents, considered to be equals, who are sharing the duties currently handled within the Office of Academic Affairs.

We, the faculty, started the year up in arms about what we viewed to be the lack of shared governance at the final stage of APR. Interim President Green and the faculty senate executive committee have had several conversations this year about shared governance; we are trying to come to an agreement about what version of shared governance will be used on our campus. Sending reports back and forth between the faculty and administration feels more like negotiations than consultative shared governance. To have true shared governance, actual conversations need to take place. We will be taking a step in that direction when Interim President Green, Interim Executive Vice President and Chief Academic Officer Midha, and Executive Vice President and Chief Administrative Officer Ramsier meet with the faculty senate executive committee to discuss the workload policies the deans delivered to OAA yesterday.

The refreshments today are to celebrate our last meeting here in BCCE. I thank all of you for the hard work you do here at UA and hope you have an enjoyable summer.

IV. Special Announcements

Dr. Hugo Lijerón Alberdi died on Sunday, March 31, 2019 at the age of 88.

Born May 6, 1930, in Bolivia, Hugo earned a law degree from San Xavier University and received a scholarship from the Spanish government to study international diplomacy in Madrid (1954). In 1956, Hugo joined his brother in the United States. He earned a master's degree from Middlebury College in Vermont and a Ph.D. in Hispanic Literature from the University of

Madrid. Hugo taught at Williams College and was a visiting professor for the Peace Corps at Kent State University.

For 40 years, Hugo was a professor of Spanish at The University of Akron in Ohio. He specialized in 20th Century Latin American literature. While at Akron, he served as Chair of the Department of Modern Languages and was also Director of the Latin American Studies program. Hugo co-founded the Institute of Bolivian Studies to give a voice to young writers from his country. In 1985, Hugo was named Ohio's Most Outstanding University Professor by the Ohio Modern Language Teachers Association. In 2000, the year he retired as Professor Emeritus, Hugo received the Ohio Foreign Language Association's Community Service Award. His passion for Latin American and Hispanic culture inspired generations of teachers.

A gifted and humorous storyteller, Hugo loved international travel, music, and dancing. He was an enthusiastic weekend soccer player until the age of 70 and a dedicated fan until his last day.

James W. (Jim) Barnett, dean emeritus of the College of Business Administration and a UA alumnus, died April 4. He was 88.

The longtime Akron resident earned a BSBA here in 1954 and had a 46-year career with The Goodyear Tire & Rubber Company — rising through the ranks to eventually become an executive vice-president.

After Barnett retired, he joined his alma mater in 1996 as the Global Business Executive in Residence in the College of Business Administration. He also held the title of director of the Institute for Global Business. Barnett went on to serve as dean of the college, retiring on Sept. 1, 2006.

Dr. Terry Lynn Balser Hallett, who retired as an associate professor of speech language pathology on June 1, 2018, died April 23. She was 67.

Hallett joined the University in August 2000 as an assistant professor in the School of Speech-Language Pathology and Audiology. Her area of focus was child language development.

She earned a B.S. in 1974 and an M.A. in 1984 at Kent State University, both in Speech-Language Pathology, and a Ph.D. in Communication Disorders at The Pennsylvania State University in 1994. Prior to pursuing a doctorate, Hallett was a clinical speech pathologist in the Trumbull County Schools for 15 years.

Since retiring, Hallett continued to teach here part time as a senior lecturer.

V. Report of the Executive Committee

The Executive Committee met twice since the last regular meeting. April's monthly meeting with upper administration was canceled.

On April 22, we discussed the new leadership structure announced by the Board of Trustees.

On April 25, we met to prepare the agenda for the May Senate meeting and to certify elections.

This concludes my report.

VI. Remarks of the Interim President

Interim President Green thanked the body for their hard work. He mentioned yesterday marked his one-year anniversary. He hoped not to celebrate a second since the presidential search was going very well, even though the president may not be in office until January.

He briefed the body on the Board of Trustees decision to replace the provost with two executive vice presidents. He referred to BOT resolutions passed in December. When the

resolution was passed, a search was begun but later suspended due to changes in leadership. The board then extended Executive Vice President Ramsier's term until June 2020 as Chief Administrative Officer (CDO). The board discontinued the title of Provost, which will necessitate many document and marketing changes.

Interim President Green stated this was a next phase in getting ready for the search for a new chief academic officer. Up until this point, the notion of chief academic officer has only been an idea on paper. Chand Midha stepped up to take on the role as chief academic officer (CAO). Chief administrative officer and chief academic officer. The positions were defined by various duties including academic scheduling, coordinating, hiring, tenure, etc. The new strategic planning process was taken into account in crafting these duties. The CDO will deal with enrollment, contract negotiation, HLC, grievance, compliance with rules, contracts, and financial matters.

Interim President Green noted they are still sorting out duties and responsibilities and untangling these items. For example, the word Provost appears over 152 times in the CBA. CAO Midha should be contacted with regard to all academic matters. CDO Ramsier should be contacted with regard to student matters, HLC issues, and other administrative type issues.

Interim President Green asked for patience while the details are actually worked out.

Chair Saliga commented that the Presidential Search Committee has not met at all and thus does not believe that it is fair to state that it is going well.

Senator Miller asked why the board eliminated the word provost.

Interim President Green responded that he did not know.

APC Chair Klein asked how much was being paid to the search firm and noted that NPR stated that Kent paid over \$100,000 for a search.

Interim President Green estimated that it was likely similar to Kent, although it was only speculation since he has not been involved in the search. He commented that a search firm has not been contracted for the CAO position.

Celeste Cook answered the search price was \$140,000 chosen through competitive bidding.

Senator Sterns asked about low enrollment in the summer and what was being done to enhance enrollment.

Interim President Green explained students have been contacted to encourage them to enroll in the summer. Historically, most efforts have not proved fruitful. It may be that there are problems with our efforts or that the student body has changed.

Senator Schulze asked why such significant changes were made to the administrative structure without fully allocating the duties.

Interim President Green stated the board could answer that question.

Senator Shott noted that the chief academic officer (CAO) should have greater authority than the chief administrative officer (CDO). Why not keep the term provost, eliminate the need for scrubbing all the materials, and create another title that reports to the provost regarding administrative matters?

Interim President Green thought the goal was to create two equal positions. The board made the decision with regard to the roles and now it is up to the administration to sort out the fine print.

VII. Remarks of the Interim Executive Vice President and Chief Academic Officer

Chief Academic Officer (CAO) Midha shared his appreciation for the opportunity to step into this newly defined role. He assured the body that he would strive every day to live up to expectations and sees, as his primary duty, to work with faculty and the academic leadership team to achieve progress collectively on the university's most important goals: student centered

learning and the enhancement of knowledge. CAO Midha has served the university for 35 years and worked with eight different provosts. He committed to data driven decisions and through collaboration, would stabilize the position to help recruit the next CAO. He pledged to work for the good of the University of Akron.

Senator Sterns congratulated CAO Midha and asked for clarification with regard to how these two roles will work together when it comes to things like funding faculty lines.

CAO Midha discussed position requests and situated these discussions within the Council of Deans. He stated duties were assigned by the president and then other items were identified. Continued discussion on some items will be required.

Senator Schulze asked whether or not there would be plans to find an associate provost.

CAO Midha planned to remain in Leigh Hall. He requested that Joe Wilder serve as interim associate academic officer. He was unsure how other associate provost positions will be renamed.

Senator Evans expressed concern that it is atypical for a chief academic officer to also be the dean of research and wondered how the CAO will manage these dual roles.

CAO Midha shared that it was a learning curve, and the duties are still in progress. The structure is different in different schools. At some schools there is a separate office and in others there is an associate provost. He reiterated the duties of the positions are not yet clear.

Senator Evans asked if there will be a chief academic officer for research.

CAO Midha acknowledged that many of these questions could not be answered yet.

Senator Sahl asked if there was a plan to add new administrative lines.

CAO Midha defined the situation as one of redistributing roles and duties rather than one which would necessitate new positions.

Senator Schulze asked if accreditation is an academic issue.

CAO Midha stated that accreditation takes place at the department level and is a part of the academic mission of each department.

Senator Schulze asked with whom will the cite visitors meet.

CAO Midha stated that the president will assign those duties and that they will evolve as things get sorted out.

Chair Saliga stated that according to the resolution is should be the chief academic officer.

VIII. Committee Reports

A. Curriculum Review Committee—Chair Saliga

Chair Saliga presented a motion to approve the curriculum proposals (Appendix A) sent with the agenda. The motion carries. Chair Saliga noted that the curriculum proposal system will be up and running.

Senator Randby asked about all the current proposals that have not been approved yet.

Chair Saliga stated that many proposals have been approved and Senate EC will work with those. CRC's last official meeting was May 1. Chair Saliga hoped that CRC would try to approve any proposals that have no discussion. Items that are stuck in the college or in originator review will need to be submitted to the new system.

APC Chair Klein clarified that some that were in originator view were there for an unclear reason and that they needed to simply be cleared.

Chair Saliga will try to help things along by using them as training.

Senator Makki asked if current proposals will be archived.

Chair Saliga said that they would.

B. General Education Advisory Committee—Janet Bean

Chair Saliga presented two proposals for fast track (Appendix B). The motion carries.

C. Computing and Communications Technology Committee—Senator Randby

Senator Randby noted that faculty in the College of Education were told that they could not teach online unless they were in the US (Appendix C). In CHP, faculty were told they could not teach unless they were on campus. Senator Randby argued these rules do not relate to security or safety concerns and forbid a variety of valuable teaching and learning experiences. He stated the University does not need rules that restrict faculty unless those rules are for legitimate cybersecurity reasons. He described the use of non-registered VPN's as a rule does need to be in place for security reasons. The committee will look into these policies in fall and members that are cybersecurity experts will weigh in.

F. Academic Policies Committee—Janet Klein

Chair Klein read the name change vote (Appendix D). The motion carries.

Senator Sahl expressed confusion by the word corrosion.

Senator Evans stated that the name change reflects the offerings.

APC Chair Klein reads the APC report.

G. Ad-Hoc Tiger Team—Senator Schulze

Senator Schulze reported that the Tiger Team will meet on May 8th. The two senate representatives are Heather Howley and Katie Cerrone.

IX. Report of the University Council Representatives - Senators Evans

Chair Saliga stated business as usual.

X. Report of the Graduate Council Representatives—Senators Soucek and Tessier

Senator Tessier mentioned that the annual grad. faculty meeting was held on April 22. Senator Soucek gave an update on grad faculty. Minutes will be posted.

XI. Unfinished Business

- A. Senate bylaws—Chair Saliga asked for further discussion of the bylaws and discussed the changes (Appendix E). She noted that changes may need to be made to the bylaws with regard to the name changes. Passed without dissent.

XII. New Business

None

XIII. Good of the Order

Senator Schulze invited AAUP members to the Lockview at 5:00 for fellowship.

Senator Sterns thanked the body as this will be his last year of service.

XIV Adjournment

The meeting was adjourned at 4:14pm.

—Heather Howley, Secretary.

Questions and comments about the minutes can be emailed to hhowley@uakron.edu or x8914.

APPENDIX A

Proposal Number	Proposal Name
A&S-ART-18-25637	Introduction to Commercial Photography
CHP-ALLIEDHEAL-19-26127	Advanced Coding I
BUS-FINAN-18-25426	Financial Planning (Minor)
BUS-FINAN-18-25700	Financial Planning (Cert)
BUS-FINAN-18-25012	Finance - Financial Planning
BUS-MARKET-18-25034	Marketing Management Program
BUS-FINAN-18-25826	Finance (Minor)
BUS-MARKET-19-26486	Consumer Marketing (Minor)
BUS-MARKET-19-26493	Professional Selling (Minor)
SUMM-ASSOC-18-25461	Applied Finite Mathematics
SUMM-BUSTECH-17-21571	Basic Accounting I
A&S-PHILOS-18-24659	Philosophy of World Religions
SUMM-ASSOC-18-25460	Applied Cryptanalysis
SUMM-ASSOC-19-26128	Technical Data Analysis
A&S-MUSIC-15-13772	Music Orientation
CHP-ALLIEDHEAL-19-25957	Healthcare Services Coding and Reimbursement
POLY-PSCI-18-23283	Physics of Living Systems
A&S-ENGL-18-25021	English - Thesis Option
A&S-MUSIC-15-14472	Symphonic Band
A&S-MUSIC-15-14473	Concert Band
A&S-MUSIC-15-14474	University Band
A&S-MUSIC-15-14478	Summer Concert Band
A&S-COMPSCI-18-24123	Object-Oriented Programming
CHP-NURIN-18-24738	Post-MSN Child/Adol H NP (Cert
CHP-SPLANG-18-25484	Advanced Topics in Augmentative-Alternative Communication
CHP-COUNS-18-25708	Evaluation of Mental Status
CHP-COUNS-18-25709	Addiction Counseling I: Theory & Assessment
CHP-COUNS-18-25705	DSM
CHP-COUNS-18-25706	Treatment in Clinical Counseling
CHP-COUNS-18-25628	Counseling: Theory & Philosophy
CHP-COUNS-18-25630	Multicultural Counseling
A&S-MUSIC-15-14349	University Band
A&S-MUSIC-15-14343	Symphonic Band
A&S-MUSIC-15-14346	Concert Band
A&S-MUSIC-19-26011	Student Teaching Colloquium
A&S-MUSIC-19-26007	Music Education Department Jury
A&S-MUSIC-15-14477	Summer Concert Band
A&S-MUSIC-14-10861	Internship in Music
A&S-CHLDFAMDEV-19-26297	Infant, Family and Society
A&S-POLSC-18-25271	Intelligence Analysis
A&S-PSYCH-19-26049	Psychology of Hate

ENGR-BIOMED-18-25319	Tools for Biomedical Engineering
ENGR-MECHE-16-17363	3D Printing and Additive Manufacturing
A&S-MUSIC-17-20676	BA in Music with Business Cognate
A&S-ART-18-25646	Introduction to Art Education
A&S-ART-18-25647	Community Based Art Education
A&S-ART-18-25749	Middle School Materials & Techniques
A&S-ART-19-25870	Production I
A&S-ART-19-25872	Introduction to Design
A&S-MODL-19-26182	Beginning Spanish I
A&S-ART-18-25521	Art - Photography
A&S-CHLDFAMDEV-19-26304	Human Sexuality
A&S-GEOSCIENCE-19-26082	Contemporary Issues in Environmental Science
A&S-GEOSCIENCE-19-26603	Exercises in Physical Geology
A&S-ART-19-25871	Introduction to Computer Graphics
A&S-ART-19-25873	Designing for the Web and Devices I
A&S-ART-19-25874	Designing for the Web and Devices II
A&S-ART-19-25875	Typography 1
A&S-ART-19-25876	4D Design: Motion
A&S-ART-19-25880	Illustration
A&S-ART-19-25881	Computer 3-D Modeling/Animation
A&S-ART-19-25882	Graphic Design Junior Review
A&S-ART-19-25883	Professional Design Practices
A&S-ART-19-25884	Typography III
A&S-ART-19-25879	4D Design: Interactivity
A&S-ART-19-25937	Advanced Graphic Design
A&S-ART-19-25933	Art - Printmaking
A&S-ART-19-25938	Design X Nine
A&S-ART-19-25939	Corporate Identity & Graphic Systems
A&S-ART-19-25940	Advanced Illustration
A&S-ART-19-25941	Packaging Design
A&S-ART-19-25944	New Media (Minor)
A&S-ART-19-25948	Intermediate Water-Based Media
A&S-ART-19-25942	Typography IV
A&S-ART-19-25947	Foundation Life Drawing
A&S-ART-19-26016	Community Based Art Education
A&S-ART-19-26019	Middle School Materials & Techniques
A&S-ART-19-26033	Multimedia Production
A&S-ART-19-26036	Interactive Multimedia Development
A&S-ART-19-26053	Art - Jewelry & Metalsmithing
A&S-ART-19-26065	Production II
A&S-ART-19-26081	Introduction to Water-based Media
A&S-ART-19-26090	Drawing Techniques
A&S-CHLDFAMDEV-18-25604	Courtship, Marriage & Family Relations

A&S-CHLDFAMDEV-18-25618	Observing & Recording Children's Behavior
A&S-CHLDFAMDEV-18-25620	Theory & Guidance of Play
A&S-CHLDFAMDEV-18-25622	Early Childhood Curriculum Methods
A&S-CHLDFAMDEV-18-25624	Legal Environment of Families
A&S-CHLDFAMDEV-18-25664	Family Life Management
A&S-CHLDFAMDEV-19-26454	Internship: Family & Consumer Sciences
A&S-GEOSCIENCE-19-26612	Mineral Science
A&S-GEOSCIENCE-19-26629	Silicate Mineralogy and Petrology
A&S-GEOSCIENCE-19-26632	Engineering Geology
A&S-GEOSCIENCE-19-26640	Sedimentation & Stratigraphy
A&S-GEOSCIENCE-19-26637	Geomorphology
A&S-GEOSCIENCE-19-26649	Geology Field Camp II
A&S-GEOSCIENCE-19-26652	Geochemistry
A&S-GEOSCIENCE-19-26655	Groundwater Hydrology
A&S-GEOSCIENCE-19-26664	Introductory Historical Geology
A&S-INTRDESIGN-18-23665	Senior Design Studio III
A&S-INTRDESIGN-18-23771	Specifications for Interiors II
A&S-GEOSCIENCE-19-26646	Geology Field Camp I
A&S-INTRDESIGN-18-23944	Principles & Practices of Interior Design
BUS-FINAN-18-23149	Finance-Risk Mgt & Ins (Minor)
BUS-ECON-18-24242	Economics
BUS-BUSDEAN-18-25617	Busn Admin Non-Bus Maj (Minor)
BUS-FINAN-18-23150	Risk Management & Ins (Cert)
BUS-MARKET-18-25621	Integrated Marketing Communic
BUS-MARKET-19-26471	Media Strategy
BUS-MARKET-19-26472	e-Commerce
CHP-COUNS-18-25704	Personality and Abnormal Behavior
ENGR-BIOMED-18-25320	Introduction to Biomedical Engineering Design
ENGR-BIOMED-19-26159	Biomedical Engineering Sophmore Seminar
CHP-COUNS-18-25629	Tests & Appraisal in Counseling
A&S-CHLDFAMDEV-19-26466	Practicum in Cross-Systems Case Management for Children & Families
A&S-ART-19-26069	Art - Ceramics

APPENDIX B

To: Faculty Senate
From: Janet Bean, Chair, GEAC
Date: April 25, 2019
RE: Fast Track Courses for Approval

GEAC has approved the following courses and submit them to Faculty Senate for approval. We have verified that departments have approved these as General Education courses through a faculty vote.

3370:137. Earth's Atmosphere & Weather (1 Credit) Natural Science, non-lab
4300:490 Senior Design in Civil Engineering (3 credits) Complex Systems

APPENDIX C

Computing & Communications Technologies Committee

Subject: Computing & Communications Technologies Committee meeting report

The CCTC met on Thursday, April 25, 2019.

Given that it will soon be cost prohibitive to support paper-based student evaluations of teaching, the committee agreed that a report and resolution should be presented to the Faculty Senate next year supporting using only online evaluations. The report will contain best practices for obtaining good response rates from students.

The Cisco WebEx agreement ends next spring. IT wishes to work with the CCTC to decide which web conferencing solution(s) the university should support after the WebEx agreement ends. The committee will work on devising criteria for a web conferencing tool starting early in the fall semester. The committee will consult with faculty, IT, and others.

Some faculty have been told they cannot teach online if they are not physically present in the U.S. The committee will examine this issue next year to determine the actual policy if there is one.

The university should support the use of open source software. The committee will examine the issue next year with the goal of devising a recommendation to IT regarding the support and use of open source software in the academic side of the university.

Scott Randby
CCTC Chair

APPENDIX D

**Report of the Academic Policies Committee to Faculty Senate
May 2, 2019****Name change of the Department of Chemical and Biomolecular Engineering**

APC approves the change of the name of the Department of Chemical and Biomolecular Engineering to the Department of Chemical, Biomolecular, and Corrosion Engineering. The vote in favor of changing the name was unanimous by departmental faculty.

APC statement regarding VSRP and presidential search ad

The Academic Policies Committee is gravely concerned about the implications of who was targeted by the VSRP buyout, as they relate to the academic direction the University of Akron appears to be taking, without faculty input through proper channels. The terms of the buyout offer also affect the current and future curriculum. APC is equally concerned that the buyout offer, along with the advertisement for the future president of the university, reflect a vision of our academic institution that has not been shared openly or approved by faculty through shared governance.

In the presidential search advertisement, the opening line is prominent: “As a STEM-intensive institution...” Prior to this ad, faculty did not know (or contribute to the idea) that UA was a STEM-intensive institution.

Together, the VSRP offer and presidential search advertisement show a pattern of administrative decree that affects the academic and curricular direction of the university without proper faculty involvement, and a vision of the institution that has not been openly shared. The increasing centralization of hiring authority shifting to the central administration and away from colleges themselves is an indicator of lack of commitment to shared governance.

The fact that VSRP was not offered to faculty in certain units indicates a preference by the administration to see only particular (mostly STEM) areas grow, or at least not shrink further. If many faculty in the newly deemed non-essential programs leave, this exodus of experienced faculty has the potential to result in a reduction of the quality of education received not just by students in majors in these fields but by ALL students. Students could find that they are not able to graduate according to their previous timelines. Students may find that classes they need are no longer available. Students may find that the rigorous liberal-arts education, which is the underpinning of any credible university, is dead. After all, a university education is based on the input and offerings from multiple areas of study—whether theoretical, geographical, or disciplinary.

The point of the buyouts was ostensibly to save costs and to bring the university to solvency. The path to solvency for an ACADEMIC INSTITUTION is not cutting faculty or academic programs. These are, after all, are the “bread and butter” of enrollment—something the University seeks to enhance. In making hasty cuts and curricular decisions by fiat rather than

through shared governance, the university is already damaging its future enrollment, as students and their families see UA as unstable. They simply don't know what the university will offer them or will take from their table.

Shared governance is not the only thing at stake. We need to consider enrollment and retention. We also need to respect the trust that the wider Akron community has in us.

APPENDIX E

3359-10-02 The university of Akron bylaws of the faculty senate.

- (A) Name. The name of this body is the faculty senate of the university of Akron.
- (B) Duties. As delegated by the board of trustees of the university, the faculty senate is the legislative body of the faculty regarding its academic mission and is empowered to:
- (1) Formulate suitable rules, requirements, and procedures for the admission, government, management, and control of the students, courses of study, granting of degrees and certificates, and other internal affairs of the institution necessary to meet the objectives of the university, subject to the approval of the board of trustees, in accordance with the established policies of the board.
 - (2) Review and offer recommendations concerning proposals for the creation, abolition, or rearrangement of colleges, departments, schools, or divisions of instruction, proposals from university-wide committees, and such other matters as may be referred to the senate by the president of the university. Such proposals shall be forwarded to the executive committee for inclusion on the agenda of senate meetings.
 - (3) University-wide committees which are created by the senate, shall report to the senate unless otherwise indicated by the senate; other university-wide committees shall report to the parties or body creating them and shall file an information copy of such report with the executive committee, except that the president's advisory committee, the provost's advisory committee, appropriate grievance committee, committees dealing with personnel matters, and other committees where the president of the university determines sensitivity is required shall not file such information reports with the senate. The executive committee will include the report on the agenda of the senate meetings.
 - (a) Committee recommendations for senate action shall be distributed to the members of the senate at least seven days before the senate meeting at which the recommendation is to be considered. All messages shall include a statement of the rationale for the recommendation.
 - (b) No committee recommendation that was not distributed in accordance with the foregoing requirement shall be considered by the senate unless the senate consents to its consideration by majority vote.

- (4) All legislation introduced in the faculty senate shall be designated as such; and if passed, shall be forwarded to the president. Within forty-five days of receipt of the legislation, the president shall:
 - (a) Forward the legislation to the board of trustees, or

- (b) Forward the legislation to the appropriate vice president; or
 - (c) Put the legislation into effect if the president deems it unnecessary to send the matter to the board, or
 - (d) Disapprove and return the legislation to the senate with explanation for the president's rejection; and
 - (e) Notify the senate of the disposition of the legislation, indicating whether the legislation has been approved, referred to the board of trustees, referred to the appropriate vice president, or returned to the senate for reconsideration or amendment. In the event that the president refers legislation to the board of trustees, the president shall notify the faculty senate of the board of trustees' eventual disposition of the legislation.
- (5) The senate shall elect a representative to the Ohio faculty council, who serves in that capacity along with the chair of the senate.
- (a) Senate members who are full-time teaching members of the faculties of the colleges are electors of the senate representative. Any full-time faculty member may be elected.
 - (b) The election shall be conducted by secret ballot.
 - (c) The representative shall be elected at the May meeting of the senate. The term of office shall be for two years. There shall be no limit on the number of terms a person may serve.
 - (d) The representative, if not already a member of the senate, shall become an ex-officio, non-voting member.
- (C) Officers and executive committee.
- (1) Officers. The faculty senate shall elect a chair, vice chair, and secretary biennially from among the membership of the faculty senate. The election shall be by majority vote using a secret ballot. Except for the ex-chair serving pursuant to paragraph (C)(2) of this rule, members of the executive committee shall serve for two years.
 - (2) Duties of the chair. The chair of the senate presides over regular meetings of the senate, calls special meetings of the faculty senate, acts as or designates the official spokesperson for the faculty senate in all of its external communications, serves on the Ohio faculty council, administers the budget of the senate, serves as chairperson of the executive committee of the senate, forwards to the president all legislation and

recommendations passed by the senate, supervises (jointly with the secretary) the clerical staff of the senate, and undertakes such tasks as are directed by the senate. Upon the expiration of the chair's term of office, the ex-chair shall for one year be a voting member ex officio of the senate if he or she otherwise would not be a member. During that period, the ex-chair shall also be a voting member ex officio of the executive committee.

- (3) Duties of the vice chair. Assists the chair in such ways as the latter may request; and in the absence of the chair, the vice chair presides over the meetings of the senate.
- (4) Duties of the secretary. The secretary of the senate records, transcribes, and distributes the proceedings of the senate to all departments and interested members of the university, assists the chair in such ways as the latter may request, has custody (jointly with the chair) of the books, records, physical facilities, and tangible property of the senate, supervises (jointly with the chair) the clerical staff of the senate, and arranges for the orderly conduct of the business of the senate. In the absence of the chair and the vice chair, the secretary presides over meetings of the senate.
- (5) Executive committee. The chair, vice chair, secretary, and four elected members of the senate will serve as the executive committee of the senate. The executive committee of the senate will have the following responsibilities:
 - (a) Appoint members to appropriate faculty senate committees.
 - (b) Prepare the agenda for each meeting.
 - (c) Serve as an advisory committee to the senior vice president and provost on governance matters affecting the academic mission of the university.
 - (d) Ensure that the business of permanent and ad hoc committees is completed in a timely fashion.
 - (e) Bring matters to the senate or assign matters to committees.
 - (f) Consider any questions and complaints regarding elections of members to the senate and make recommendations concerning these complaints to the senate. The executive committee shall further certify the validity of all senate elections.
 - (g) When necessary, act on behalf of the senate during the period between the end of the spring semester and the beginning of the fall semester. Such actions shall be reported to the faculty senate for ratification at its next regular meeting.

(D) Committee structure.

- (1) The faculty senate shall create such committees as it deems appropriate to the conduct of its business.
- (2) The executive committee, at its discretion, may invite non-members of the senate to serve on senate committees.
- (3) In special cases, the senate may choose to make part or all of the membership on a committee elective rather than appointed by the executive committee.
- (4) The senate committees shall yearly elect their own chairs, who, if not otherwise members of the faculty senate, shall become ex officio, non-voting members.
- (5) For organizational purposes, the committees of the senate will have either of two forms:
 - (a) University committees, the members of which shall be elected from specified constituencies, or
 - (b) Permanent committees, the members of which shall be appointed by the executive committee of the faculty senate.

(E) University committees.

- (1) The faculty rights and responsibilities committee ("FRRC").
 - (a) This committee shall concern itself with grievances relating to faculty assessment or evaluation, appointment, retention, tenure, and promotion. This committee shall be composed of one member from the tenured faculty of each degree-granting college, elected by its full-time faculty and one full-time faculty member from the university libraries, elected by its full-time faculty.
 - (b) For each grievance case submitted by a part-time faculty member three members of the part-time grievance pool shall be selected to be members of the faculty rights and responsibilities committee ("FRRC") for the duration of that case. These members will only participate in FRRC business involving the grievance case in question. These members will be selected by lot by the chair of the FRRC, but part-time faculty members from the same department as the grievant shall not be eligible to serve.
 - (c) A part-time faculty grievance pool shall be established by each college every fall. The pool will consist of part-time faculty members who have taught at least four semesters at the university of Akron and who have been nominated by the part-time faculty members of that college and who have subsequently

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confirmed to the

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college dean their willingness to serve.

- (d) Any persons in an administrative position, including interim positions, at or above the decanal rank (deans, associate deans, and persons of similar rank) are ineligible to serve on the committee. Members shall serve overlapping three-year terms so that during two years, three are elected, while four are elected during the third year. The committee shall elect its own chair who, if not already a member of the faculty senate, shall become an ex-officio, non-voting member.
 - (2) Graduate council. The faculty senate delegates to the graduate council operational responsibility over all matters concerning graduate education, but reserves to itself the right to take up any matters it deems necessary. All action taken by graduate council shall be reported to the senate for final approval. Graduate council shall be composed of two members of the faculty senate who have category two graduate faculty status and the elected members of the graduate council.
- (F) Permanent committees.
- (1) Permanent committees of the senate shall be academic policies; curriculum review; athletics; university libraries; reference; research; student affairs; computing and communication technologies; accessibility; and part-time faculty.
 - (2) Members of the executive committee shall, in May, and after considering preferences of senate members and then non-senate members, appoint all permanent and ad hoc committees of the senate. To provide some continuity of membership for each committee, the executive committee shall appoint committee members so that, if possible, only one-third of the membership of any committee is terminated each year and members serve a three-year term. At the first meeting of each committee, the committee shall elect its chair.
 - (3) The following permanent committees shall have ex-officio members as indicated: athletics, the athletic director or said person's designee and the "NCAA" faculty athletics representative (appointed by the president); university libraries, the dean of university libraries or said person's designee; research, the vice president for research or said person's designee; student affairs, the associated vice president and dean of student life or said person's designee and the associate vice president of enrollment services or said person's designee; computer and communications technologies, the vice president and chief information officer or said person's designee; and curriculum review, the senior vice president and provost or said person's designee and the university registrar or said person's designee; and accessibility, the vice president for student engagement and success or said person's designee. If not already a member of the senate, the chair of each permanent committee shall become an ex-officio, non-voting member for reporting purposes

only. Ex-officio members shall be non-voting unless they are members of the senate.

(4) Academic policies committee.

- (a) Recommends and interprets academic policy on university-wide matters such as admission, retention, graduation, and dismissal requirements.
- (b) Recommends changes for the improvement of the academic program of the university.

(5) Athletics committee.

- (a) Advises faculty senate on all university activities relating to intercollegiate athletics including, but not limited to, conference affiliations and the national collegiate athletic association.
- (b) Coordinates with other faculty senate committees matters of joint concern relating to intercollegiate athletics.
- (c) Provides advice and counsel to the director of athletics concerning individual player eligibility, interpretation of policy, and other matters relating to the athletic program.
- (d) The registrar decides questions of academic eligibility of student athletes. If conflicts arise between the registrar, student athlete, and/or athletic department, the following procedures shall be made by any of the grieved parties to the athletics committee:

Upon reviewing the facts, the committee would make a recommendation to the senior vice president and provost.

- (e) Promotes academic achievement among student athletes.
- (f) Reviews team game schedules, seasonal game limitations, and participation in post- season events.

(6) University libraries committee.

- (a) Serves as an advisory group to the dean of university libraries to express the faculty will in the growth and development of the academic support which the libraries supply.
- (b) Provides the dean of university libraries with guidelines and advice on acquisitions, budget, policy, and other matters affecting academic areas.

(7) Reference committee.

Reviews legislation referred to it by faculty senate to ascertain if it is drafted properly and does not conflict with existing rules and regulations or practices.

(8) Research committee (faculty projects).

(a) Reviews research proposals submitted by faculty members.

(b) Recommends the budgeting of sums of the university's support of faculty research proposals to be funded by this committee.

(c) Establishes policies for funding proposals and guidelines for expenditures of those funded.

(9) Student affairs committee.

(a) Recommends policy, subject to approval of faculty senate, regarding the granting of scholarships, awards, grants, and loans to university students.

(b) Proposes regulations concerning all extracurricular activities (except athletics) to faculty senate.

(10) Computer and communications technologies committee.

(a) Provides recommendations to the senate on policy matters concerning utilization of information technology related to the academic functions of the university.

(b) Provides advice and counsel to the vice president and chief information officer on information technology needs related to the academic functions of the university.

(11) Curriculum review committee.

(a) Reviews curricula and course recommendations of the several colleges and divisions and, when necessary, submits them to faculty senate for action.

(b) Considers the mechanics of the academic programs of the several colleges and divisions, such as adjustments in admission, retention and dismissal requirements, and changes in general bulletin descriptions.

(c) Reviews proposals for changes to courses and academic programs, and for new courses and academic programs, and recommends same for inclusion in the general bulletin.

(12) Accessibility committee.

- (a) Reviews and recommends policies regarding disability and accessibility issues that relate to the academic function of the university, including academic policies which apply to faculty or students, and reports these to the senate for action.
- (b) At the request of the curriculum review committee of the faculty senate, considers the mechanics of the academic programs of the several colleges and divisions, such as adjustments in admission, retention and dismissal requirements, and changes in general bulletin descriptions, as they may relate to accessibility/disability issues, and reports such to the curriculum review committee for action.
- (c) At the request of the curriculum review committee or the faculty senate, reviews proposals for new courses, course changes, and new programs as they may relate to accessibility/disability issues, recommends such proposals for inclusion in the general bulletin, and reports such to the curriculum review committee for action.

(13) Part-time faculty committee.

- (a) Gathers information about matters of concern to part-time faculty.
- (b) Proposes policies concerning part-time faculty.
- (c) Advises the senior vice president and provost on matters related to part-time faculty.

(14) Subcommittees. Each committee may establish subcommittees as it sees fit and having established a subcommittee, may abolish it. No person who is not a member of a standing (permanent) committee may serve as a member of its subcommittees except by appointment of the executive committee. It is each committee chair's responsibility to maintain minutes and pass them on to the incoming chair.

(G) Meetings.

- (1) The number of meetings of the faculty senate shall be determined by the faculty senate as appropriate for the conduct of its business, but at least two general meetings will be held each semester. All reasonable efforts will be made to schedule regular meetings at a standard time and day to permit coordination of senators' teaching schedules with meeting times.
- (2) All meetings of the faculty senate shall be open to members of the university community. Non-members of the senate may make a request to address the senate. Such requests to speak will be granted subject to a vote of the senate.

- (3) All meetings of the senate will be announced at least two weeks prior to the scheduled meeting unless the senate declares itself to be meeting in emergency session.
 - (4) All announcements of meetings will contain a detailed agenda. Requests to have items placed on the agenda of the senate must be submitted in writing to the secretary of the senate at least two weeks prior to the scheduled meeting of the senate.
 - (5) Items referred to the senate by the president of the university, or the president's designee, for the good of the university, will be automatically placed on the agenda of the senate.
 - (6) A petition of ten members of the senate may force an item on the agenda of the senate.
 - (7) A majority of the members of the senate shall constitute a quorum.
 - (8) A roll call vote will be conducted if requested by any senator.
 - (9) One permanent item on the agenda shall be presidential remarks.
 - (10) Special meetings may be called at any time by the chair, or by the executive committee, or upon petition by any seven senate members who present their request in writing to the chair.
 - (11) Senate members are expected to regard attendance at all meetings as a primary obligation to their colleagues and to the university. When conflicting professional duties, imperative personal affairs, or illness make attendance at a given meeting impossible, senate members are expected to notify the secretary in advance of the meetings. Such absence will be separately listed in the minutes as absences with notice.
- (H) Membership.
- (1) Eligibility. Members of the faculty senate shall be elected from the members of the full-time faculty of the university of Akron, excluding deans, department chairs, and other primarily administrative officers with faculty rank; from the part-time faculty; from students; from full-time academic advisors; and from retired faculty.
 - (2) Apportionment.
 - (a) The full-time faculty of the individual degree-granting colleges and the university libraries shall elect representatives from their membership, excluding deans and other primarily administrative officers with faculty rank, apportioned on

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the basis of the number of full-time faculty within the electorate and appointed to the units during the semester of the election; one senator for each fifteen full-time faculty

members or fraction thereof. For purposes of these bylaws the terms full-time faculty includes all full-time distinguished professors, professors, associate professors, assistant professors, professors of instruction, associate professors of instruction, assistant professors of instruction, professors of practice, associate professors of practice, and assistant professors of practice , excluding visiting faculty members.

- (b) The part-time faculty shall elect two representatives from their membership.
 - (c) The full-time academic advisors shall elect one representative from their membership.
 - (d) There shall be three student representatives as follows:
 - (i) The president of the undergraduate student government;
 - (ii) One student appointed by the president of the undergraduate government whose term shall coincide with the president's term;
 - (iii) One graduate/professional student elected by that constituency.
 - (e) The association of the university of Akron retirees shall elect two senators from its dues-paying membership who are retired faculty members. Senators representing the university of Akron retirees association may not be elected to the executive committee nor serve as chair or vice-chair of any senate committee on which they sit.
- (3) Diversity. To insure the representation of diverse views, all reasonable efforts should be made by the various electing units to elect women and minorities to the senate. The senate may appoint up to three additional members from full-time faculty to increase diversity.
- (4) Electorate.
- (a) The eligible electorate, for the full-time faculty membership on the faculty senate, consists of all full-time faculty of the University of Akron. For the purposes of election to the faculty senate, academic deans, department and division chairs, directors of schools, and administrative officers holding full-time faculty appointments will be considered part of the electorate.
 - (b) The eligible electorate for the part-time faculty membership on the faculty senate consists of all part-time faculty of the university of Akron.
 - (c) The eligible electorate for the full-time academic advisors consists of all full-time academic advisors of the university of Akron.

(d) The eligible electorate for the graduate/professional student membership on the

faculty senate consists of all graduate and professional students currently enrolled at the university of Akron.

(5) Terms of office.

- (a) The terms of office for members of the senate shall be three years.
- (b) New members shall take office at the first senate meeting of the fall semester.
- (c) Should any elected member of the senate become an administrative officer on either an acting or a permanent basis during the term for which the member was elected to the senate, the person's seat shall be deemed vacant.
- (d) A full-time faculty member who, before the expiration of his or her term of office as a senator, retires but continues to be employed part-time as a faculty member while participating in a university-approved program for transition from active employment to retirement may complete his or her term of office as a senator and may serve as an officer of the senate.
- (e) Should a member of the senate be unable to discharge the duties of the office, the senate may declare the member's seat vacant.
- (f) Senators who are on professional, medical, or administrative leave for one semester or less will retain their seats. If the leave extends past one semester, the senate may declare that seat vacant. The senate may declare vacant the seat of any senator who becomes unable to regularly attend meetings.
- (g) The senate may expel any senator who is absent without notice from more than three meetings during an academic year. In such event, the senator's seat shall be deemed vacant.
- (h) Should a vacancy occur, the senate shall notify the appropriate unit to conduct a special election to fill the vacant seat.

(6) Elections.

- (a) Elections to the senate shall be subject to the following requirements and to the bylaws and rules of the electing unit except to the extent that they are inconsistent with these requirements:
 - (i) General elections in the individual units shall be completed by March fifteenth of each year.
 - (ii) All elections shall be by secret mail or electronic ballot.

- (iii) Elections may be conducted using the ranked-choice (*i.e.*, instant-runoff) method.
 - (iv) In elections with only one seat at stake, when the ranked-choice method is not used, each winning candidate must secure a majority of the votes cast. In the event no candidate receives a majority, there shall be a run-off election between the two highest vote-getters.
 - (v) In elections with more than one seat at stake, when the ranked-choice method is not used, each winning candidate must receive a number of votes exceeding half of the total number of ballots cast. In the event there are seats unfilled and the remaining candidates did not achieve a sufficient number of votes, there shall be a run-off election among the highest vote-getters (two per unfilled seat).
 - (vi) When the ranked-choice method is not used, all run-off elections are subject to the same procedural requirements as the general elections.
 - (vii) All special elections are subject to the same procedural requirements as are general elections.
- (b) Conduct of nominations and elections to the senate from the degree-granting colleges and the university libraries will be the responsibility of the respective deans.
 - (c) Conduct of nominations and elections to the senate from the part-time faculty will be the responsibility of the continuing part-time faculty senator, the faculty senate office, and the office of the senior vice president and provost.
 - (d) Conduct of nominations and elections to the senate from the graduate/professional students will be the responsibility of the graduate student council and the student bar association.

(I) Amendments.

- (1) Proposal. Proposed amendments to this rule may be placed on the agenda of a regular or special meeting of the faculty senate by a member of the senate or by petition of twenty per cent of the voting members of the faculty.
- (2) Procedure. A vote by the senate on a proposed amendment may be taken only after at least twenty-seven days have elapsed from the date on which the proposal was formally presented to the senate.
- (3) Majority. Prior to submission to the board of trustees, a proposed amendment requires the concurrence of sixty per cent of the votes cast by members of the faculty senate.

(J) Support.

- (1) Material support. The faculty senate shall have suitable office space, a budget for appropriate expenditures, and at least one full-time secretary for support of its activities.
- (2) Assigned time. The officers of the senate will receive at least one three-credit course equivalent per semester assigned time for support of their service.
- (3) Schedules. Collegiate deans, department and division chairs, and directors of schools are to use all reasonable efforts to provide members of the senate with course schedules permitting attendance at regular meetings of the senate.
- (4) Records. All inactive documentary material and related records of the senate will be deposited in and catalogued by the university archives.

(K) Rules. The rules contained in the current edition of "Robert's Rules of Order Newly Revised" shall govern the faculty senate in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the senate may adopt. A person who is not a member of the faculty senate may be appointed parliamentarian by the chair of the faculty senate.

Effective: 10/23/2017

Certification:

M. Celeste Cook
Secretary
Board of Trustees

Promulgated Under: 111.15

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Rule Amplifies: 3359.01

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