

**Academic Assembly**  
March 14, 2016  
2:05 – 3:35pm, STCN 130

**MINUTES**

Present: Patricia Buchsel, Terri Clark, Isiaah Crawford, Lynn Deeken, Carols de Mello e Souza, Bill Ehmann, Leticia Guardiola-Saenz, Arun Iyer, Charles Lawrence, Margit McGuire, Carrie Miller, David Neel, Michael Ng, Trung Pham SJ, Katherine Raichle, Rob Rutherford, John Strait, Dan Washburn

*Minutes taken by Rosa Hughes*

- I. Review 3-7-16 Minutes
  - A. Approved with no oppositions or abstentions
- II. Proposed Programs/Revision
  - A. Master of Science in Mechanical Engineering (*Mike Quinn, Teodora Shuman*)
    1. Overview
      - a. Leadership focus, including management courses, with broad appeal to diverse engineering workforce
      - b. Flexible program structure with mostly non-sequential courses can fit working professional student's schedule
      - c. Endorsed by college institutional advisory board
    2. Discussion
      - a. Students with non-ME undergraduate background will take prerequisites to meet entry requirements for graduate-level ME courses
      - b. Faculty hiring sequence
        - i. Current ME faculty will teach in new program
        - ii. Proposal does include a request for one new tenure track position
        - iii. Dean will support hiring two full time instructors to begin program and reevaluate tenure track line once program is established
      - c. Accreditation body (ABET) does not require more than one degree within a program to be accredited, so the new MSME will not be accredited (standard practice in MS Engineering degrees)
      - d. Strong undergraduate program, good pipeline of students
    3. AcA Discussion
      - a. Unclear how the non-tenure track line will convert to a tenure track line
        - i. Concern that non-tenure track faculty will contribute to growth of program and then not be hired into tenure track line
        - ii. Previous searches at SU that have a similar situation typically result in a non-tenure track faculty member being hired into the position (not always, but often)
        - iii. Seems to be a common issue when starting new programs, AcA should discuss faculty hiring processes and communication in the future
      - b. Concern from the college curriculum committee that in recent years the promised tenure track growth within new programs does not happen on the timeline approved in the program proposals
      - c. Concern that there is a drift of tenure track faculty to graduate programs, leaving undergraduate faculty heavily non-tenure track

- d. Motion to adopt the PRC report – approved with no oppositions or abstentions
  - B. Master in Public Administration Revision and Certificate in Public Administration (*Larry Hubbell*)
    - 1. MPA Revision
      - a. Credits increase from 54 to 57, minor adjustment to proportion of core courses and area of emphasis to better align program with accreditation standards, two specializations: government and non-profit
      - b. Discussion
        - i. Concern with the onsite supervision of capstone project coordinators
        - ii. Instead of final paper, more consistent with mission to do a series of group projects (non-profits and government agencies) involving research and literature review – will take more time to plan and support but program is prepared to do so
    - 2. New Certificate in Public Administration
      - a. Four courses, 12 credits
      - b. Hybrid model using required core courses in MPA program
      - c. Could be an entry portal for students who may be interested in full MPA or other graduate programs
      - d. Marketing analysis showed this would be a popular option in local market
      - e. No additional resources requested, capacity open in current core courses
      - f. Same admissions standards as full MPA degree
    - 3. Motion to accept PRC report – approved with no abstentions or oppositions
- III. Academic Policies (*Erin Morgan*)
  - A. Transfer Credit Policy
    - 1. Overview of edits
      - a. Language – no longer distinguish type of institution, now lower division and upper division credit types
      - b. Remove section about returning SU students using SU credit as transfer credit
      - c. Add section E3 allowing students to transfer credits back to community or technical college
      - d. Modified areas around the Core credits
    - 2. Discussion
      - a. Only applies to undergraduate degree transfer students, graduate section modified very minimally with input from Graduate Education Council
      - b. Credit for ESL is not accepted, but we do accept credits from foreign institutions
      - c. Does not apply to School of Law
      - d. Section 2B5 – prior experiential learning is handled through CDLI
      - e. Motion to approve changes to policy – approved with no abstentions or oppositions
  - B. Non-Petitionable Policies
    - 1. Removed two sections in policy that are now covered by Transfer Credit Policy
    - 2. Motion to approve changes to policy – approved with no abstentions or oppositions
- IV. ASAP 2.0 Discussion
  - A. Overview
    - 1. ASAP 1.0 was in place 2009-2014
    - 2. ASAP 2.0 development was led by Bill Ehmann and Carol Wolfe-Clay (A&S) and a group of 19 faculty, staff, and students to review 1.0 and propose revised/new goals
      - a. Five goals, 22 initiatives supporting goals
      - b. Endorsed by Academic Affairs subcommittee of Board of Trustees

- c. Will eventually want schools/colleges to develop their own documents to align
- d. This executive summary also has a companion process document that lays out benchmarks, after process is complete the full set of documents will come to AcA

B. Motion to approve – approved with no oppositions or abstentions

**V.** Executive Session

**VI.** Pilot: Administrator Performance Evaluation

A. Overview

- 1. Will apply to Deans and Provost
- 2. Hope to implement this spring
- 3. Will include University Librarian in the future

B. Process

- 1. College or school faculty would form a committee to complete evaluation at that level
- 2. Evaluation sheet with limited questions
- 3. Confidentiality would be on the same level of University Rank and Tenure Committee