

**Academic Assembly**  
February 27, 2017  
2:05 – 3:35pm, STCN 130

**MINUTES**

Present: Sarah Bee, Rick Block, Terri Clark, Carlos de Mello e Souza, Leticia Guardiola-Saenz, Kate Koppelman, Charles Lawrence, Viviane Lopuch, Agnieszka Miguel, David Neel, Michael Ng, Frank Shih, John Strait, Charles Tung, Ashli Tyre, Dan Washburn, Braden Wild

*Minutes taken by Rosa Hughes*

- I. Review of 2-13-17 Minutes
  - A. Approved with no abstentions or oppositions
- II. English and Film Studies program reviews
  - A. Motion to approve the Program Review Committee's memoranda on Film Studies and on English. Regarding the memorandum on Film Studies, the Academic Assembly agrees with PRC and urges that the new Director of Film Studies be empowered to continue development of that program including additional tenure lines and improved classrooms, as emphasized by the external reviewer.
  - B. Discussion
    - 1. Memo is a recommendation from AcA to Provost
    - 2. The tenure track lines in the program were an issue between the dean and faculty
    - 3. Amend motion to emphasize need for tenure track faculty lines
    - 4. Approved with amendment
- III. Faculty Handbook Report
  - A. Five formal submissions, three were approved with minor wordsmithing, two were rejected
  - B. The approved revisions will now go through the rest of the process
  - C. One rejected submission was from Albers, regarding a change to contract after establishment
    - 1. Question of why this is Assistant Professor and not Associate Professor (like in Nursing)
    - 2. Discussion of whether we want the flexibility of the new language or preventing issues that occurred the past, under the current language
  - D. Full report needs to go out to the faculty
    - 1. Currently the handbook says all full time faculty, but AcA will send to all faculty
    - 2. Need to reconsider this language as a revision for next year
  - E. Motion to approve the report as written and distribute to all faculty with a response timeline of two weeks, at which point AcA will consider faculty feedback, make a final determination, and forward final report to Provost
    - 1. Approved with no oppositions or abstentions
- IV. Filling Committee Appointments
  - A. Budget Advisory Committee is considering another faculty member who is a subject matter expert
    - 1. Would be an additional appointment to the two AcA-appointed faculty who are already on the committee
    - 2. Larger question of the process by which AcA makes committee appointments
    - 3. Unclear how this process is happening – discussion was tabled at previous meeting
  - B. University Assessment Committee

1. Chuck Lawrence is stepping down as UAC co-chair
2. Committee has nominated Jeff Philpott (already a UAC member) to fill the position (other co-chair is David Carrithers)
3. Motion for AcA to endorse Jeff's nomination to co-chair
  - a. Approved with no oppositions or abstentions
- C. Socially Responsible Investment Committee
  1. Move to online vote to move two nominees forward
- V. Online Discussion Process/Bylaws Proposal/Course Fees
  - A. Course fees
    1. Motion – course fees as listed shall be approved (recommended), effective RQ17
      - a. Approved with no oppositions or abstentions
    2. Discussion of whether Academic Assembly has interest in continuing its "recommendatory" role regarding course fees
      - a. Motion to remove recommendatory role with regard to course fees
      - b. Discussion
        - i. This is an important piece of the budget, would be hesitant to give up
        - ii. Major issue for students
        - iii. Concern with where revenue goes
        - iv. Rejected with no approvals or abstentions
  - B. Academic Assembly Bylaws shall be updated as indicated to include School of New and Continuing Studies representation and clarify ex officio members
    1. Approved with no oppositions or abstentions
  - C. Online discussion process
    1. AcA needs to move forward on voting on academic policy edits on Canvas
    2. There will be a test run of this process on the Online Education policy
- VI. College/School Handbooks
  - A. Motion: Academic Assembly instructs all Schools/Colleges to review their bylaws and/or handbook. If such bylaws/handbook does not exist, then the Dean and faculty of a school shall collaboratively form a Bylaws/Handbook Committee (consisting of at least three members and composed of at least 66% non-administrative faculty members) for the development of such a document, which shall take effect only when approved by vote of the faculty of that school/college, followed by approval of the Academic Assembly. The deadline for formation of the committee is June 30, 2017. The deadline for submitting a draft to the vote of the faculty of the school/college is January 31, 2018.
  - B. Discussion
    1. Some college/schools do not have a handbook; colleges need a good handbook and we need to clarify what we mean by that
    2. Discussion of whether it is appropriate for this instruction go to the college/school, or to the Provost to then instruct the college/school
    3. University handbook should be the minimum requirement and then the college/school handbook can build on that
    4. Invite Bob Dullea to a future meeting to discuss
    5. Motion to table the motion – approved with no oppositions or abstentions
- VII. AcA Budget Statement
  - A. Concern with faculty contracts changing for full time faculty with longstanding time at SU
  - B. Want to express to those in power the gravity of the situation at hand
  - C. Could potentially add an ask that when decisions are actually made, needs to be reported back so we can see the process and choices

1. AcA is willing to accept new budget reality, as long as we know what gets cut and why
  2. MRC and unionization have been blamed for enrollment issues, but unclear if data supports this
  3. Concern that these budget issues were known of in the fall, but not communicated to campus until January
- D. Lifting caps, boosting class sizes, cutting learning communities, cutting tutoring hours and learning assistance will all hurt retention
- E. This may have such a serious impact on education quality that faculty are considering a vote of no confidence
- F. In an environment of competing priorities, we must be honest about the damage to educational mission at the expense of non-central aspects of the mission
- G. Approve motion as amended on Canvas page, with the word “undergraduate” removed before “learning outcomes”
1. Approved with no oppositions or abstentions