Academic Assembly
October 7, 2013
2:05 – 3:35pm, STCN 130

MINUTES

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

I. Review of 9-30-13 Minutes
   A. Approved with no corrections
II. Graduate Education Council
   A. New committee to cover all graduate issues on an operational level, coordinate and consolidate existing committees
   B. Representatives from all schools/colleges, admissions, advising, alumni, marketing
   C. Open to at least one AcA representative, more by AcA request
III. Intellectual Property Policy (*Maggie Chon, Nalini Iyer, David Lance, Greg Silverman*)
   A. Most recent documents have track changes showing the suggestions provided by faculty
   B. New portion on joint ownership of copyrights
      1. Language is broad and vague, but mandatory, which could be problematic with collaborative work
      2. Do not want to discourage collaboration with colleagues from other institutions
      3. Suggestion: delete first sentence, leave second sentence
   C. Non-faculty employee research ownership
      1. Under this policy, if done during working hours and using work resources, copyright is owned by the university
      2. Most vulnerable group is senior administrative staff that do not hold a faculty line, especially those in research positions
      3. The Faculty Titles Documents structure lists a co-terminus faculty level appointment that covers these senior administrative staff who apply for grants, do research, scholarship, and other faculty-type activities
      4. Course design material developed by administration would present a unique situation that would be addressed as an exception under the section on course design
   D. The Faculty Handbook insert on patent policy can be changed by the university at any time, but then the revision would need approval by the Faculty Handbook Revision Committee since it would be a change to the handbook
   E. Patent and Copyright Agreement document
      1. For senior faculty or lateral hire, there may be inconsistent higher level agreements - would need to check back with all authorship agreements
      2. This would come into play in a situation that involves SU rights and would be treated on a case-by-case basis
   F. Edits
      1. Strike the first sentence in the newly added joint ownership of copyrights language
      2. Fix the Faculty Handbook Insert, appendix A, which has a numbering system that jumps from 3 to 5
   G. Vote

1. Approved with above edits
IV. LMS Canvas Rollout (*Rich LeBlanc, Chuck Porter*)
   A. Canvas has been piloted for a year and is available to all this quarter
   B. Angel will go offline in the spring
   C. Canvas fall rollout
      1. User forum held on September 17, very popular
      2. Presentations at all colleges/schools
      3. Extra training and consultation added during first week of class
      4. 387 courses are using Canvas this fall, more than are using Angel
   D. Support staff
      1. Mark Anthoney, Instructional Technologist
      2. John Buell, Canvas System Administrator
      3. Janice Chittenden, Senior Project Manager
      4. Contact OIT HelpDesk with any Canvas issues, will be triaged to the correct support person
   E. Steering committee meeting monthly, with representation from schools/colleges, Core, Registrar, Canvas support staff
   F. Canvas will soon be fully available to the Law School, the dean is currently determining the training schedule and rollout
V. Continuing, Online and Professional Education (*Rick Fehrenbacher*)
   A. Office development
      1. Three new instructional designers
      2. Policies and procedures in place
      3. Opened new offices in Pavilion 050 and 051
      4. Ready to launch continuing, online and professional programs (DNP, MBA, and several others currently in process)
      5. COPE is not currently able to partner with local resources, but will explore in the future
   B. Initiatives
      1. Develop new and move some existing graduate programs into online and hybrid format, especially those identified by the deans as fitting the online format well
      2. Move some undergraduate programs online too, but less emphasis at the moment
      3. Develop adult degree completion programs for the large Seattle metropolitan market of those who have a partial college degree and would like to complete it
   C. Course development information
      1. Six month course development program to ensure that courses are high quality and adhere to Ignation Jesuit Catholic pedagogy
      2. Currently, most interested in Core course development, graduate programming, and summer courses
      3. Concerns with course development
         a. Under the current process, an existing course built out to be offered online would not go through the traditional program review process
         b. Faculty need to discuss how the development of an online program fits in with the school/college and university review of the program
         c. Online students take more time than in class, so workload needs to be addressed
VI. Introduction of Faculty Ombudsperson (*McKenna Lang*)
   A. History of ombudsperson position
      1. Worldwide spread 1950-1960s
      2. Growth in academia, healthcare, human rights

B. Ombudsperson role
1. Not an advocate, not a counselor, not a legal advisor, not a panacea
2. U.S. organizational ombudsing principles are independence, confidentiality, neutrality, informality
C. Development of the new office at SU
1. Charter – scope of job
2. Collateral materials
3. Office feedback form
4. Trend aggregation mechanism
D. Office hours: Mondays and Tuesdays, call to schedule a meeting, contact and office information will be distributed campus-wide soon

VII. Announcements
A. Rob sent a proposed list of subcommittees, please follow up with feedback
B. Human Resources update (*Jerry Huffman*)
1. HR held meetings with faculty and staff representatives over the summer to discuss employee benefits, especially the 403(b) plan
2. The outcome was that there are no current changes to the 403(b) plan, but the university will implement automatic enrollment for new hires on July 1, 2014 (they can still opt out, but will be automatically enrolled)
3. HR will continue to look at the plan and other benefits over the next several months, and will include faculty and staff in the ongoing discussion