

**Academic Assembly**  
October 12, 2015  
2:05 – 3:35pm, STCN 130

**MINUTES**

Present: Jeffrey Anderson, Eric Bahuaud, Sarah Bee, Rick Block, Terri Clark, Isiaah Crawford, Leticia Guardiola-Saenz, Mike Huggins, Arun Iyer, Kate Koppelman, Chuck Lawrence, Viviane Lopuch, Margit McGuire, Erik Olsen, Katherine Raichle, Rob Rutherford, Frank Shih, Heath Spencer, Dan Washburn

*Minutes taken by Lauren Rochholz*

- I. Review of 10-5-15 Minutes
  - A. Approved with no oppositions or abstentions
- II. Proposed AcA Bylaws Modifications
  - A. President stand-in: member of body with most years of service
    1. Discussion
      - a. Currently, VP is automatic stand-in for President in the bylaws, meant for temporary absences during meetings, not for resignations.
      - b. Option to make succession to President as part of VP's responsibility, however complicated by the other proposed bylaw revision.
      - c. Recommended look at how other institutions handle successions.
    2. Motion to insert language reading "Vice Presidents have the option of delegating that role to the member with the most years of service."
      - a. Discussion
        - i. Options for delegation of responsibility not dependent on number of years of service.
        - ii. Option for Vice President to turn down the President's role if vacant
      - b. Motion withdrawn
    3. Original motion withdrawn. New motion to draft bylaw for resignations and voting for new leadership, not automatic succession.
      - a. Motion not voted on.
  - B. Removal of tenure requirement from both VP positions
    1. Discussion
      - a. Confusion around crafting of language and order for motions.
      - b. Faculty handbook gives NTT more academic freedom protection
    2. Motion for changing language to "President and Vice President for Program Review must be tenured faculty members"
      - a. Discussion
        - i. Terri Clark proposed a committee to draft new language
        - ii. Issues with procedures with the motions made at 10-5-15 meeting without specific language.
        - iii. Has due diligence has been gathered from constituents regarding proposed changes?
        - iv. Would allowing non tenured faculty into the AcA leadership discourage tenured faculty from their responsibilities by allowing others to do the work.
      - b. Motion withdrawn
  - C. Bylaws Committee

1. Representation and Responsibilities
    - a. Three AcA representatives will be formed to be more deliberate about the bylaw changes and draft language.
    - b. Sarah Bee, Katherine Raichle, and Erik Olson volunteered for committee.
  2. Language will be ready for 10-19-15 meeting.
  3. AcA members should solicit feedback from schools/colleges.
- III. "Learning Community Labs" Class**
- A. Overview
    1. A committee is creating a new core 1 credit class designed for all incoming students, both FTIC and Transfers.
    2. The committee forming the class includes enrollment and advising staff along with faculty
  - B. Rationale
    1. Supporting retention through making students aware of the resources and how to access them, tools to navigate the 1<sup>st</sup> year experience.
    2. Designed for all incoming UG students, not only students that are either low or high achieving.
    3. Increased opportunities for students to explore curricular activities and build community through shared experience.
  - C. Q&A
    1. Class is not based directly on survey results from the Campus Climate or Retention surveys
    2. AcA thinks there is enough transparency with Kate Koppleman on the AcA and doesn't see the need for an AcA representative on the committee designing the class.
- IV. Briefing on the development of the Academic Affairs Portfolio and Operations Review (AAP&OR) Process**
- A. Background
    1. Board of Trustees approved a university wide assessment to be a broad review to look for efficiencies on both the academic and non-academic side as a response to the challenges facing higher education.
      - a. The non-academic side is completing their assessments now. They were additionally asked to look for efficiencies in business operations and new sources of revenue, e.g. sale/lease of land, renting space, etc.
      - b. Academic Affairs needs to complete their assessment by the end of AY 2015-16.
    2. Goal is to promote student success, faculty achievements, and productivity, and cost effectiveness
      - a. Using the model from the EAB instead of the Dickerson model to focus on activities instead of programs.
      - b. Each school/college will perform a self-study using guidelines set out by a working group. The working group includes:
        - i. Institutional Research
        - ii. University Planning
        - iii. 1 Associate Dean
        - iv. 1 Dean
        - v. Faculty Representation
      - c. The method will look for institutional cost drivers in the following categories:
        - i. Section Fill Rates
        - ii. Course Enrollment

- iii. Course Completion Rate
- iv. Curricular Complexity
- v. Faculty Course Load

B. Design & Planning

1. A faculty representative is needed for the working group to help inform the process and give voice to the faculty.
  - a. Institutional Research and University Planning are doing the heavy lifting on the design and planning.
  - b. The process will be more labor intensive during fall quarter for the working group. The schools/colleges will complete their self-studies during winter quarter with reports due spring quarter.
2. Discussion
  - a. AcA recommends two faculty representatives: 1 for UG and 1 for GR
  - b. Schools/Colleges will propose their own recommendations.
  - c. Goal within Academic Affairs is to keep identified resources within the division.
3. Roshanak Roshandel nominated for AcA graduate faculty representative. She has agreed to serve.
4. Motion to continue to look for more faculty representatives.
  - a. Unanimously approved

V. Student Health Center's Discontinuation of Services for Faculty & Staff

- A. Decision was made due to the intersection of FERPA and HIPPA. If services weren't offered to faculty and staff then the SHC is a student clinic compliant under FERPA instead of a community health clinic under HIPPA.
  1. Not a question of resources, but regulation
  2. The AcA would like more information from the staff who made this decision and examples regarding how other institutions are serving their faculty and staff.