

ACADEMIC COUNCIL
Monday, November 12, 2018
3:30 p.m.
McKenna Hall Auditorium
University of Notre Dame

Minutes

Members present: Scott Appleby, Ann Astell, Brad Badertscher, Bob Bernhard, Kasey Buckles, Tom Burish, Matthew Capdevielle, Laura Carlson, Patricia Champion, Caroline Cloonan, Martijn Cremers, Michael Desch, Malgorzata Dobrowolska-Furdyna, Patrick Flynn, Tom Fuja, Mary Galvin, Nasir Ghiaseddin, Eddie Griesedieck, Ben Heller, Michael Hildreth, Michel Hockx, Erin Hoffman Harding, Peter Holland, Dan Johnson, Michael Lykoudis, Khachatur Manukyan, Jan Maxwell, Chris Maziar, Nancy Michael, Connie Mick, Sarah Mustillo, Nell Newton, Glen Niebur, Hugh Page, Richard Pierce, Michael Pippenger, Ram Ramanan, Bryan Ritchie, Tony Rosales, Maura Ryan, Diane Parr Walker, Sophie White

Members excused or absent: John Affleck-Graves, Luke Franz, Anne Garcia-Romero, Patrick Griffin, Hope Hollocher, Fr. John Jenkins, CSC, Clive Neal, Mark Schurr, Carter Snead, Zachary Spitzer, Samir Younes

Observers present: Kevin Barry, Earl Carter, Sara Ermeti, Brian Flaherty, Jim Frabutt, Matt Lahey, Dale Nees, Ryan Willerton

1. **Opening Prayer:** Diane Walker offered the opening prayer.
2. **Approval of Minutes of the meeting of October 1, 2018:** A motion was made to approve the minutes. The motion was seconded. The minutes were approved unanimously by a voice vote.
3. **Discuss and approve the proposal to restructure the First Year of Studies:**

Kasey Buckles introduced the item on behalf of the Undergraduate Studies Committee, and then invited Maura Ryan to present the proposal in detail. Maura provided the background on the ad hoc committee's work and rationale for the proposal. Hugh Page thanked the committee for its deliberative and collaborative work, and shared that he anticipated that the outcome would be the continuation of the positive aspects of the first year advising that has continued, with even better experiences for students resulting from the integration with the colleges.

Maura was asked to clarify the relationship between the Assistant Provost and the College Deans vis a vis University requirements and College degree requirements. She stated that First Year Advisors will continue to practice their specialty in the area of the transition to college and the discernment of majors. The committee hopes for increased communications between FY advisors and core advisors and college advisors. The College Deans will continue to retain authority over individual degree requirements that are not University requirements.

Regarding students with broad strengths and undetermined focus area being asked to specify an area of interest, a question was raised regarding the ability of the advisors to be able to advise across colleges. Maura indicated that the advisors are generalists with broad knowledge who would be expected to maintain that ability and be connected professionally, both internally and externally, to address this specific scenario. In the current FYS structure, advisors are already working with cohorts based on their intended major, but capable of advising across all majors. That practice and approach would continue under the proposed structure.

A motion to approve the proposal made by Kasey on behalf of the Undergraduate Studies Committee.

The proposal was approved by a unanimous voice vote.

4. Discuss and approve the proposed updates to the *Academic Articles* from the Faculty Affairs Committee

Peter Holland presented the updated *Academic Articles* on behalf of the Faculty Affairs Committee, with Mark McKenna and Michael Desch supporting the discussion from the perspective of the Decennial Review Committee.

The discussion pertained to the following areas of the document:

- a. **Definition of an academic unit, including degree offering and faculty hiring (Article I)**
These updates were approved with the recommendation that the second to last paragraph be updated to clearly identify College Institutes and College Centers, while making it clear that the Academic Support Units are not always associated with a College.
- b. **VP and Associate Provost for Graduate Studies (Article III / Section 3)**
These updates were approved with the friendly amendment to remove “programs of support” in the third paragraph. The programs of support are addressed through the terms “programs” and “other services” elsewhere in the sentence.
- c. **Part-Time Appointments (Article IV / Section 1 / Subsection (a))**
To reflect a change in policy that was approved previously by the Academic Council, the document was updated to permit part-time faculty to hold employment outside the University if approved by the Provost.
- d. **Retired Faculty (Article IV / Section 1 / Subsection (b)(5))**
The sentence starting with, “The duties and privileges of an emerita/emeritus faculty member...” was struck from the document. These arrangements are to be made and documented in consultation with the Office of the Provost and the Dean of the College or School. Further information will be made available to the academic units regarding this process.
- e. **Multi-Unit Faculty (Article IV / Section 1 / Subsection (c))**
The last sentence of the paragraph regarding the fixed term of appointment was struck. The terms of appointment are to be addressed for each type in the rest of the subsection.
- f. **Term Teaching Faculty (Article IV / Section 1 / Subsection (c)(3))**
The phrase “at least” was added to the length of the appointment. This prevents the requirement to reappoint a faculty member each semester if the intent is to appoint for the academic year.
- g. **Qualifications for Conducting Courses (Article IV / Section 3 / Subsection (h))**
This Subsection will be moved to be a new Section of the document.
- h. **Other Faculty Appointments (Article IV / Section 4 / Subsection (h))**
The appointment process was updated to state, “Appointments as fellows are made in accordance with the Guidelines for University Centers and Institutes and governing documents for the University Institute.”
- i. **Composition of the Academic Council (Article V / Section 3 / Subsection (a))**
These updates were approved as proposed, with confirmation that the non-tenured and tenure-track regular faculty representatives would be elected by and from the full population of non-tenured and tenure-track regular faculty. There are more than three categories of non-tenured and tenure-track regular faculty, which means that not all categories will be represented in a given year. The election is administered by the Office of the Provost.
- j. **The University Committee on the First Year of Studies (Article V / Section 3 / Subsection (c))**
As a result of the approval of the proposal to restructure the First Year of Studies, a motion was made to strike this section from the document. The motion was seconded and approved by a unanimous voice vote. Further, the Faculty Affairs Committee will review the Academic Articles and update any areas pertaining to the First Year of Studies as applicable.
- k. **Committee on Appointments (Article V / Section 5)**
The updates were approved with the amendment that the second sentence in the CA paragraph would be moved to the end of the paragraph and state, “Subject to the restrictions stated, the composition of the committees and manner of the selection...” A proposed amendment to allow the Committee on Appointments to delegate its responsibilities to a subcommittee was not approved. The Council believed this approach was contrary to the intent of the committee of the whole. However, individual departments may structure their organizational document in accordance to their proposed operating procedures, which would be subject to approval by the Provost.
- l. **Committee on Reappointment, Promotion, and Tenure (Article V / Section 5)**

The updates were approved as written

Following the discussion of the document, a motion was made to approve the *Academic Articles* as amended. The motion was seconded. The *Academic Articles* were approved by a unanimous voice vote.

5. Adjournment: With no other business to conduct, the meeting was adjourned at 4:45 pm.