

ACADEMIC COUNCIL
Wednesday, December 11, 2019, 3:30 p.m.
B001 Jenkins Nanovic Halls, University of Notre Dame

MINUTES

Members present: Scott Appleby, James Bathon, Bob Bernhard, Kasey Buckles, Laura Carlson, Patricia Champion, Patricia Clark, Marcus Cole, Martijn Cremers, Colleen Cross, Shannon Cullinan, Michael Desch, Patrick Flynn, Thomas Fuja, Mary Galvin, Patrick Griffin, Dan Groody CSC, Michael Hildreth, Michel Hockx, Erin Hoffmann Harding, John Jenkins CSC, Dan Johnson, Christopher Kolda, Parker Ladwig, Khachatur Manukyan, Chris Maziar, Paul McGinn, Margaret Meserve, Connie Mick, Connor Mullen, Sarah Mustillo, Glen Niebur, Hugh Page, Michael Pippenger, Ramachandran Ramanan, Bryan Ritchie, Maura Ryan, Maria Salerno, Mark Schurr, Jason Springs, Joe Urbany, Elliott Visconsi, Molly Walsh, Shawn Wu

Members excused or absent: Ann Astell, Tom Burish, Anne Garcia-Romero, Ben Heller, Lionel Jensen, Michael Lykoudis, Nancy Michael, Clive Neal, Carter Snead, Thomas Stober, Katherine Wallace, Diane Parr Walker, Samir Younes

Observers present: Kevin Barry, Earl Carter, Sara Ermeti, Brian Flaherty, Jim Frabutt, Chuck Hurley, Matt Lahey, Jim Leady, Ryan Willerton

1. **Opening Prayer** – Fr. Jenkins invited Fr. Dan Groody to offer the opening prayer.
2. **Approval of the Minutes of the meeting of August 29, 2019** - Fr. Jenkins invited a motion to approve the minutes of August 29, 2019. The minutes were approved by a voice vote.
3. **Discuss and vote on the proposed new BA Computer Science degree program** – Fr. Jenkins invited Chris Kolda to introduce the proposal on behalf of the Undergraduate Studies Committee. Kolda then invited Pat Flynn and Sarah Mustillo to present the proposal.

Flynn shared the program structure and the motivation behind the proposal. The current capacity of 2 large sections of each required course is 180 students across the BSCS, BSCPEG, and proposed BACS majors. The current enrollment in BSCS and BSCPEG is 150.

After 2 years, if demand for the majors exceeds capacity, there may be a request for additional faculty to add additional sections in those required courses.

Flynn and Mustillo confirmed that the major is structured in a way that would allow students to include it as one of two majors in cases of students wanting a double major.

At the conclusion of the discussion, Fr. Jenkins invited a motion to approve the proposal. The proposal was approved by a unanimous voice vote.

4. **Discuss and vote on the proposed Guidelines and Procedures for University Centers and Institutes** – Fr. Jenkins invited Mike Desch to introduce the proposal on behalf of the Faculty Affairs Committee. Desch then invited Bob Bernhard to present the proposal.

The updates are the result of both the regular updating of the documents, and specific updates required as a result of the decennial review of the *Academic Articles*. The documents were separated into a guideline/policy document, and a procedures document.

A point of clarification was raised. The Hesburgh Libraries' Navari Family Center for Digital Scholarship would be classified as an Academic Support Unit according to the Guidelines. An ASU "typically reports to the Office of the Provost, the Vice President for Research, or a Dean (or his/her designee)." The University Librarian does not serve as a dean for this ASU, but does lead the ASU as the Office of the Provost's designee.

The approved list of centers and institutes would be listed online. The current list is posted at <https://www.nd.edu/academics/centers-and-institutes/>.

The Guidelines indicated that faculty hiring by an Academic Support Unit should be in collaboration with departments, schools, and colleges. It was noted that there are instances where Academic Support Units are operating with no significant ties to academic departments, and the faculty hired have no formal affiliation with those departments. A proposal was made to add the clause "where appropriate" to that paragraph. The amendment was approved by a voice vote.

At the conclusion of the discussion, Fr. Jenkins invited a motion to approve the proposal. The proposal was approved by a unanimous voice vote.

- 5. Discuss and vote on the proposed change to the *Undergraduate Academic Code*** – Fr. Jenkins invited Chris Kolda to present the proposal on behalf of the Undergraduate Studies Committee.

This proposal is in response to the change in the structure of the FYS and elimination of the position of Dean of the First Year of Studies. That left no position or group as responsible for this process.

At the conclusion of the discussion, Fr. Jenkins invited a motion to approve the proposal. The proposal was approved by a unanimous voice vote.

6. Information Items

At its meeting on November 19, 2019, the Executive Committee approved the following minor changes to the *Academic Articles*. These changes will be forwarded on to the President's office for approval.

Article IV/Section 5/Subsection (c) Teaching Faculty

Current:

Appointments to the teaching faculty are made by the Provost or the Provost's designee. The normal procedure for appointment is initiated by the head of the relevant academic unit, acting with the departmental or academic unit's CA. In cases initiated by the Chairperson of a Department, the Chairperson submits a written recommendation, along with a written report approved by the departmental **CRPT** of its deliberations and recommendations, to the Dean of the relevant College or School, who then submits these recommendations to the Provost, along with a written personal recommendation.

Proposed:

Appointments to the teaching faculty are made by the Provost or the Provost's designee. The formal procedure for appointment is initiated by the head of the relevant academic unit, acting with the departmental or academic unit's CA. In cases initiated by the Chairperson of a Department, the Chairperson submits a written recommendation, along with a written report approved by the departmental **CA** of its deliberations and recommendations, to the Dean of the relevant College or School, who then submits these recommendations to the Provost, along with a written personal recommendation.

Article V/Section 3/Subsection (a) The Academic Council

Current:

The principal functions of the Academic Council are to determine general academic policies and regulations of the University; to approve major changes in the requirements for admission to or graduation from the Colleges and Schools, and in the programs of study offered by Colleges, Schools, and Departments; to authorize the establishment, major modification or discontinuance of any academic unit or degree program of the University; and to provide for review, amendment, and final interpretation of the academic articles, without prejudice to article VI. "Major changes in programs of study" involve the creation, modification or dissolution of a degree program or the establishment of an academic program with University-level implications such as cross-college degrees, or any other academic program that has substantial curricular, financial, or organizational impact beyond the academic organization or unit making the proposal. The decisions of the Council are by majority vote and are subject to the approval of the President.

Proposed:

The principal functions of the Academic Council are to determine general academic policies and regulations of the University; to approve major changes in the requirements for admission to or graduation from the Colleges and Schools, and in the programs of study offered by Colleges, Schools, and Departments; to authorize the establishment, major modification or discontinuance of any academic unit or degree program of the University; and to provide for review, amendment, and final interpretation of the academic articles, without prejudice to article VI. "Major changes" involve the creation, modification or dissolution of a degree program or the establishment of an academic unit with University-level implications such as cross-college degrees, or any other academic program that has substantial curricular, financial, or organizational impact beyond the academic organization or unit making the proposal. The decisions of the Council are by majority vote and are subject to the approval of the President.

7. **Adjournment** – With no other business to conduct, the meeting was adjourned at 4:00 pm.