

## **SUMMARY OF UAS BUSINESS FOR FEBRUARY 3, 2023 MEETING**

The Executive Committee of the Senate (ECS) met twice this January 2023 to discuss business of the University Academic Senate (UAS). These meetings were held on the following dates: January 13 & 20, 2023. At these meetings, ECS acted within its powers as specified in our Shared Governance bylaws, acted on behalf of UAS or supported motions with recommendation to UAS. In preparation for the UAS meeting on February 3, I am sharing information on the following: (1) New Program Prospectus Reviewed by The Council for New Programs and New Academic Units; (2) ECS Acting Within Its Powers or Acting on Behalf of UAS Pursuant to SG 1.01.3.1; (3) Non-Action Items on the Agenda for February 3; and (4) Action Items on the Agenda for February 3.

### **1. NEW PROGRAM PROSPECTUS: FILM & VIDEO PRODUCTION MINOR**

Information on Recent Proposals (SG 1.01 Section 2.2.1.1 & SG 2.05):

- The Council for New Programs and New Academic Units (NPC) discussed a prospectus for a new minor in film and video production. Students and their parents have requested this minor. The minor would consist solely of existing courses. The capacity exists currently to offer these classes more frequently and enroll more students in them. Current equipment would be sufficient for offering this minor. This minor would align well with the mission of students enhancing their digital literacy and also aligns with current trends in applied humanities and digital humanities. Related minors have high enrollment, suggesting interest in adding minors in these tech-creative spaces. The Council voted unanimously to recommend support for the proposal. A memo has been sent to the Provost to report on the recommendation of the NPC.

### **2. ACTING WITHIN ITS POWERS OR ACTING ON BEHALF OF UAS:**

ECS reviewed the following and acted on behalf of UAS (per SG 1.01 Section 3.1):

- ECS reviewed the Academic Policies and Standards Committee (APSC) recommendation on the Late Withdrawal Policy. The specific APSC recommendations are the following: Permanently changing the late withdrawal to the Friday of the 11<sup>th</sup> week of the semester; Registrar should make proportionate late withdrawal adjustments for course periods shorter than 15 weeks; Enhance language on the website to include top reasons for withdrawing from courses; Clarifying the submission language at the bottom of the late withdrawal form; Make changes effective immediately for the Winter 2023 semester. After deliberations, ECS voted to support the APSC recommendation on Late Withdrawal Policy and acted on behalf of UAS. Our recommendation has been forwarded to the Provost for implementation.
- ECS reviewed the Faculty Personnel Policy Committee (FPPC) recommendation on Authorship Guidelines for Collaborative Scholarship. While working on its assigned charge from ECS regarding authorship, FPPC found that the Center for Scholarly and Creative Excellence (CSCE) website includes a good guideline for authorship, and they proposed putting what is on the CSCE website on the Office of the Provost website for easier faculty reference. After deliberation, ECS voted to support the FPPC

recommendation and acted on behalf of UAS. Our recommendation has been forwarded to the Provost for implementation.

- ECS discussed the selection and appointment of faculty representatives to the University Technology Council. “The role of the UTC is to contribute to the technology vision and direction and helps provide assessments of the effectiveness of technology services and systems across the University. It is focused on providing guidance on the overall strategic direction and prioritization of major IT initiatives in support of the University’s strategic direction and goals. The Council makes strategic recommendations to the Vice President for Information Technology and Chief Digital Officer and the University’s Senior Leadership Team.” The following faculty were appointed to represent faculty in the UTC: Beomkyu Choi (CECI); Parag Uma Kosalge (SCB); Laura Stroik (CLAS); Robert Talbert (CLAS); Marie VanderKooi (KCON); Randy Wyble (CHP).

### 3. NON-ACTION ITEMS:

The following non-action items will be discussed at UAS on February 3:

- **Scholarship System Update Presentation:** There is a new system, not new policies, that is being implemented and the Division of Enrollment Development & Educational Outreach through the Office of Financial Aid will be sharing this with faculty. I spoke with Michelle Rhodes, AVP for Financial Aid, who said the following, “the new system we are implementing offers us a new way of doing things so processes need to change. It is like Business and Finance moving to Concur for university travel.”
- **University Budget Presentation:** The VP for Finance & Administration will be giving a presentation and leading a discussion on the University Budget.
- **University Libraries Collections Strategy to Reach Higher:** The last time the University Libraries gave a presentation at UAS regarding their collections, it was to share large-scale cuts. Since then, their strategy has evolved and this presentation will offer the opportunity to update faculty on changes to the strategy.

### 4. ACTION ITEMS:

ECS made specific motions on the following business items with a recommendation of support to UAS:

- *Graduate Council (GC) Memo on 8-Year Time Limit Policy:* GC reviewed how the 8-year time limit policy applies to micro-credentials such as badges and certificates. In particular, GC made the following recommendations: (1) Graduate credits can be counted toward a badge, certificate and/or degree if the credits are successfully completed within a period of 8 consecutive years; and (2) The date of entry into the first graduate course counted towards the badge, certificate and/or degree is considered the starting point of the 8-year period. The policy will be placed in the Graduate Academic Policies and Regulations section of the Undergraduate and Graduate Catalog. A verbatim copy of the

policy should also be included in the most current Graduate Education Policies & Procedures Manual.

- *Academic Policies and Standards Committee (APSC) Memo on Academic Freedom:* APSC made a proposal that will result in a change in Board of Trustees Policy (BOT 4.2.2) and Senior Leadership Team Policy (SLT 10.5). In particular, APSC proposed adding the following as the opening statement to BOT 4.2.2 “GVSU recognizes, supports, and defends academic freedom as necessary for preserving our common mission of promoting inquiry and advancing the sum of human knowledge, expression, and understanding.” In Section 2, APSC propose replacing “but they should be careful not to introduce into their teaching controversial matter which has no relation to the scope of the course as outlined in the University catalogue description” with “our role as academic professionals is to facilitate a broader understanding of complex issues relative to our disciplines.”
- *Faculty Salary and Budget Committee (FSBC) Memo on Independent Studies Compensation:* FSBC made a proposal that will result in a change in Board of Trustees Policy (BOT 4.2.20.3.B). In particular, FSBC made the following recommendations: (1) Faculty who teach courses outside of and in addition to their normal full-time responsibilities shall be paid extra compensation at a minimum of the current Adjunct Instructor minimum; (2) Where a faculty member is responsible for independent study course credits above their standard workload, then their reimbursement per corresponding credit hour shall be one-half the previous year’s per credit hour tuition rate for lower division Michigan residents, rounded to then nearest \$50 increment; and (3) Reimbursement for independent study shall be limited to a maximum amount equal to the standard rate of pay for teaching a single three-credit course (per semester).
- *Faculty Salary and Budget Committee (FSBC) Memo on Adjunct Pay:* FSBC made a proposal that will increase the minimum for adjunct pay. Non-tenure track faculty compensation schedule is maintained by HR. In particular, FSBC made the following recommendations: (1) The minimum pay rate for adjunct instructors without a terminal degree be set at \$1,000 per credit hour (up from \$950 per credit hour); (2) The minimum pay rate for adjunct instructors with a terminal degree be set at \$1,100 per credit hour (up from \$1,050 per credit hour); (3) The minimum pay rate will increase by \$100 for each year of service for up to 5 years; and (4) After 5 years of service individuals may be appointed to become a Senior Adjunct (pursuant to BOT 4.3.1.E).
- *Faculty Salary and Budget Committee (FSBC) Memo on Update to the Faculty Salary Adjustment Program:* FSBC made a proposal that will result in a change in Shared Governance Policy (SG 3.08). Significant editorial changes were made to SG 3.08 to increase clarity. Some examples of substantive changes recommended include the following: (1) The designation “Salary Increment Fund” which has been used primarily for merit increase be changed to “Merit Fund” and be used exclusively for the Merit Process; (2) Clarifying that all special salary adjustments, including those made by the Office of the Provost, be accompanied by written justification; (3) Promotional increment be increased by \$500 (they have not changed since 2016), and that the dollar amount be

increased annually hereafter based on the previous year's increase in salaries (specifically the average Merit Increase); and (4) The annual increase happen without going through faculty governance because an annual increase administered by the Provost will ensure timely adjustments and avoid larger steps that create problems with compression.

- *Faculty Salary and Budget Committee (FSBC) Memo on Affiliate Promotional Increment:* FSBC made a proposal that will result in a change in Affiliate Faculty Handbook (AFF 3.01.F). In particular, FSBC made a proposal for the promotional increment for Affiliates to be increased from \$1,000 to \$5,000.