INTERIM ACADEMIC SENATE
FEBRUARY 10, 2009
2:00 P.M.
Revised, February 11, 2009

AGENDA

I. Welcome

II. Introductions

III. Approval of the Minutes of the January 13, 2009 Meeting

IV. Committee Reports
   a. By-Laws (S. Broderick)
   b. Admission and Retention of Students (C. Cousin)
   c. Academic Standards, Programs and Policies (M. Petti)

V. Election of executive committee officers

VI. Adjournment
Interim Academic Senate

April 14, 2009
2:00 pm

AGENDA

I. Welcome

II. Minutes of March 17, 2009 meeting

III. Introduction of new members

IV. Academic Standards, Programs and Policies Committee (M. Petti)
   - Termination of AAS in Electronics Engineering Technology
   - New BA Program in Securities Studies
   - Guidelines for Online Teaching

V. By-Law and Charter Committee Report

VI. Admission and Retention Committee Report

VII. New Business

VIII. Old Business

IX. Adjournment
Interim Academic Senate  
September 8, 2009  
2:00 pm

AGENDA

I. Welcome

II. Minutes of May 12, 2009 Meeting

III. Introduction of members

IV. Academic Standards, Programs and Policies Committee (M. Petti)

V. Charter and By-laws Committee Report (D. Musgrove)
   - Consideration of proposed permanent Charter and By-laws

VI. Admission and Retention Committee Report (E. Harrison)

VII. New Business

VIII. Old Business

IX. Adjournment
INTERIM ACADEMIC SENATE (IAS)
Minutes of the February 11, 2009 Meeting

Welcome

Shelley Broderick, Dean of the David A. Clarke School of Law and Interim Chair of the Interim Academic Senate opened the meeting asking Senators to introduce themselves. She reminded senators of the importance of signing-in and indicating status as senator or observer.

The following Interim Senators were PRESENT:

- H. Seyoum (Chemistry/Physics)
- K. Inmon (Library/LRD)
- W. White (Bus-Mktg/Legal Info Sys)
- D. Barnett (Computer Science)
- E. Ezeani (Accounting)
- G. Baxter (Provost)
- C. Pearson (Eng/Archt/Aero)
- S. Broderick (Law)
- C. Glanville (Student government)
- E. Harrison (Nursing/Allied Health)
- M. Petti (English Dept.)
- W. Mahmoud (Engineering)
- T. Jackson (OGC)
- D. Musgrove (History)
- M. Rode (Mass Media)
- A. King-Berry (Speech Education)
- W. Hanft (Mass Media)
- S. Farmer (Math)

Observers:
- V. Howard
- L. Hill-Flanagan (Registrar)
- R. Sneed (Biology)
- S. Mills (OGC Law Clerk)
- G. Green-Ridley (Nursing)
- D. Langenburg (BOT)

Minutes

Dean Broderick sought and received approval of the January meeting minutes with corrections to attendance.

Committee Reports

- By-laws and Charter Committee report
The committee met several times, and developed proposed by-laws which were emailed to the IAS. The by-laws were written as interim laws for the interim body only. They are a combination of the operating procedures from the former Senate with new additions where needed.

  - Discussion
    - S. Broderick suggested that senators may propose amendments in the future to address needs that may arise. She added that the IAS is subject to Robert’s Rules.
    - G. Green-Ridley believed that Nursing/Allied Health should have an additional Senator. S. Broderick noted that the By-law and Charter Committee would be working on a proposed charter in the coming months and that additional senators may be a part of the discussion.
The proposed by-laws were unanimously approved.

- Admission and Retention Committee report
  The committee has held two meetings. January 23\textsuperscript{rd} and February 6th, 2009. L. Hill-Flanagan introduced the task-force proposal which had been approved by the Admission and Retention Committee. The committee found that the proposed admissions standards are justified and comparable to peer schools.

  - Discussion
    - S. Broderick noted that the proposed Admission Standards were properly moved and seconded from the committee, but because they had not been circulated to the IAS in time, the vote will take place at the next IAS meeting in two weeks.
    - Dr. Howard asked the committee to consider a comparison of traditional vs. non-traditional students on page 9 of the PowerPoint presentation.
    - W. Mahmoud suggested looking at international students and TOEFL scores.
    - L. Hill-Flanagan clarified the distinction between the four-year flagship University and the DC Community College, which is open admission.
    - S. Broderick clarified and the PowerPoint report reflects that the total possible points on the SAT is now 2400 and not 1600, so an admission requirement of a 1200 SAT score is out of 2400 (or 400 on each of the three test areas).
    - R. Petty noted: (i) that the average age of the student is now 23 rather than 28, indicating an increase in "traditional" student attendance; and (ii) UDC has a 16% graduation rate and the majority of graduating students are transfers.
    - C. Pearson suggested (i) looking at DC students who are in the TAG program and comparing the colleges that they attend relative to UDC and (ii) taking a survey of those students to see why they chose to attend schools outside of D.C.
    - W. Haniff suggested looking at D.C. Charter schools for comparative data as well.
    - V. Howard observed that when developing admissions criteria, the committee should look at subjective criteria about the population being served including age, motherhood, government subsidy recipients, and personal practicum.
    - D. Musgrove raised concerns about the application fees. L. Hill-Flanagan stated that a separate task force on fees researched and recommended that the application fee be reduced. D. Musgrove expressed his concern that a price increase may make students consider other area schools.
    - Doris _______ supported provisional acceptance for those who may not do well on the SAT but may demonstrate successful classroom skills.
• Academic Standards, Programs and Policies Committee report
S. Broderick explained that curriculum proposals now before the IAS have been approved by the former Senate. Deans have been tasked with reviewing the proposals to ensure compliance with the new vision for the University. All curriculum proposals were reviewed by the Deans and resubmitted without change. The Academic Standards Programs and Policies Committee voted to approve them.

- Discussion
  - V. Howard asked if the IAS had the power to vote on the curriculum. S. Broderick said yes noting that the Interim Academic Senate’s power could be found in the by-laws and charter.
  - T. Jackson (Interim Academic Secretary) sought clarification on protocol for logging in materials presented to Interim Academic Senate for record keeping purposes. S. Broderick requested M. Petti to provide a cover sheet listing all of the approved proposals for the official records of the IAS.
  - Doris ______ asked for an update on developing an expedited process for new programs. M. Petti stated that there will be an update at the next meeting.
  - M. Petti reported that the Committee is working on a revision of general education requirements to include components like critical/quantitative skills, human relations, and capstone experiences. Observer D. Langenburg challenged the committee to “think outside the box” and not get caught in “territorial battles” between departments.
  - K. Inmon- reported that BlackBoard access is available to Academic Senators only. S. Broderick requested with support from Senators present that access be open to all faculty to promote transparency.
  - E. Harrison suggested that as the committee developed competencies and an overall goal, it would be able to answer the question “What does a UDC graduate look like?”
  - Doris ______ asked the Senate to consider strengthening the Education program rather than eliminating it. S. Broderick reminded the IAS that the issue of eliminating the Education Department had not formally been raised; therefore no position could be taken on the matter. Once an action is officially proposed, it can be discussed.
  - W. White called for a vote on whether to accept proposals. R. Petty advised that the Nursing program is awaiting accreditation and grants pending approval by the Senate.

• The Motion to approve the proposals was approved with two abstentions.
Election of Executive Committee Officers

S. Broderick asked if Senate was prepared to vote on a Chair and Faculty Vice-Chair. Interim Senators responded “no.” The election was postponed until the next meeting.

Adjournment

A motion to adjourn was made, seconded and approved at 3:56 pm

Next Meeting: Tuesday, February 24, 2009 at 2:00 p.m.

Meeting Materials:

- Bylaws of the Interim UDC Senate
- Admission and Retention Committee Report
- Admissions Standards PowerPoint
- Academic Standards, Programs and Policies Committee Report
INTERIM ACADEMIC SENATE (IAS)
Minutes of the May 12, 2009 Meeting

Welcome
Shelley Broderick, Dean of the David A. Clarke School of Law and Chair of the Interim Academic Senate opened the meeting at 2:00 p.m. The Chair identified a quorum and requested Interim Senators and observers to introduce themselves.

The following Interim Senators were PRESENT:

- Abellera, Ben C. (Philosophy)
- Baxter, Grae (Provost)
- Broderick, Shelley (Law)
- Cousin, Carolyn (Bio-Sciences)
- Ezeani, Eboh C.
- Farmer, Shurron
- Garrett, Willie Faye
- Hanff, William (Mass Media & Perf Arts)
- Harrison, Elgoria
- Jackson, Terri (OGC)
- Mahmoud, Wagdy (Engineering)
- Musgrove, G. Derek (History)
- Petti, Matthew (English)
- Rode, Meredith (Mass Media & Perf Arts)
- Smith, George (School of Business)
- Seyoum, Hailemichael (Chem/Phys)
- Tannen, Michael

Observers:
- El-Khawas, Mohamed
- Flowers, Angelyn
- Green-Ridley, Gloria
- Harrison-Martín, Sheila
- Harline, Beverly
- Hill, Sylvia
- Krauthamer, Helene
- Madsen, Holly
- Olivares, Esteban
- Racine, Marie M.B.

Minutes
S. Broderick sought discussion, then approval of the March 3, 2009 and April 14, 2009 minutes. The minutes were approved.

Order of Business

Committee Reports –

• Academic Standards, Programs and Policies Committee (ASPPC)
Committee Chair M. Petti reported on the following proposals: (i) online guidelines; (ii) security studies program in criminal justice; and (iii) master of science degree program in electrical engineering. Proposals had been before the Interim Academic Senate for discussion at the April Academic Senate 2009 meeting.

M. Petti described the research involved in creating the University’s guidelines on online teaching and believed that instructor training for online teaching would “change over time.”
Chair Broderick stated that all departments needed to get the online guidelines and agreed that the “document was a starting point and the Academic Senate fully anticipated the document to grow and change overtime.” Chair Broderick recognized the efforts of M. Petti and the ASPPC Committee. Observer Gloria Green-Ridley thanked the Committee and the Senate for “moving forward and being open to an important faculty issue.”

Observer Beverly Hartline stated that syllabi have been generated and the faculty is in place for the Master of Science degree program in electrical engineering. The goal of the university was to “design a program for working electrical engineers and produce engineers at the masters level because the profession is requiring masters degrees for professional engineers.” Hartline further suggested the development of forms that would assist reviews of undergraduate and graduate proposals. Chair Broderick requested the committee to consider a form that would require information about the fiscal impact of a new program. G. Baxter added that forms should ask submitters to define how program fits with the overall vision of the University.

Committee Chair M. Petti agreed and promised to get proposals to follow established format.

M. Petti explained that it had been proposed that "Introduction to Critical Thinking" be designated a required course for Social Work majors. The purpose of the new requirement was “to align Social Work major requirements at UDC with Social Work major requirements at other universities.” G.D. Musgrove expressed concern that the course did not present enough of a difference between a similar course in Philosophy and thought that the proposed course should have “focus on critical thinking skills in the context of social work.” W. F. Garrett explained that social welfare examples would be offered. Chair Broderick provided a point of information: there was “no need to identify a text at this point because a text designation could always change.” M. Petti provided a point of process: “course was already approved. The question before the Senate was whether the course could be properly designated as a requirement.”

The following motions in support of the proposals presented by the ASPPC were voted on by the Interim Academic Senate:

- Online guidelines – passed unanimously
- BA in Security Studies – passed unanimously
- MS Electrical Engineering – passed with one abstention
- Introduction to Critical Thinking as a required course in Social Work – passed with one abstention

- Bylaw and Charter Committee
Committee Chair G.D. Musgrove reported on the continued work of the committee to gather information and prepare a proposal for a permanent Charter and Bylaws. G.D. Musgrove stated that staggered terms were being proposed and asked that Senators forward suggestions to the Blackboard “Drop Box.” G. Baxter suggested that the committee think about the definition of “shared governance.” M. Rode offered that there was a “document prepared and committee formed in the former senate on the issue of shared governance and both were productive.” S. Broderick encouraged Senators to come forward with information.
• Admission and Retention Committee

Committee Chair E. Harrison reported on the committee’s observation that the admissions process for non-degree candidates was a “cumbersome process.” G. Baxter encouraged a “common sense approach with substantive, not process-oriented methods/approaches.” G. Baxter also announced that Noel Levitz would be working with the University in that area. W. Hanff stated that there was a need to address fees and develop online registration. E. Harrison would continue to report on updates or changes made in the admission process.

New Business

T. Jackson explained that the Office of Human Resources was looking to form a formal hearing committee to hear and resolve issues pursuant to the University’s harassment procedure. Hearing committee membership would include faculty members of the Academic Senate. The following Senators volunteered:

    Eboh Ezeani
    Shurron Farmer
    Gloria Green-Ridley

Old Business

The Senate approved the termination of the AAS Electronics Engineering Program with three Senators abstaining.

ASPPC Committee Chair M. Petti also provided an update on the Fashion Merchandising Program, not currently before the Committee. Program was approved by the School of Business. M. Rode provided background on the program stating that she had once been approached to see if program could partner with the Art Department. An observer commented that with a successful program the University “could have presence and impact on the fashion industry.

Adjournment

The May 12, 2009 Meeting of the IAS was adjourned upon motion made, seconded, and approved at 3:37 pm.

Meeting Documents:

• Meeting Notice and Agenda
• Meeting Minutes (March 3, 2009 and April 14, 2009)

Proposals provided by ASPPC Committee:

• Online Teaching Guidelines
• BA Securities Studies
• MS Electrical Engineering
• Modification in Social Work

All Interim Academic Senate (IAS) Meeting Minutes to date prepared by or at the direction of IAS Secretary, Terri Carmichael Jackson.
INTERIM ACADEMIC SENATE (IAS)
Minutes of the April 13, 2010 Meeting

Welcome
Senate Chair, Shelley Broderick, opened the meeting at 2:23 p.m. Senators and Observers introduced themselves.

The following Senators were PRESENT:

Abellera, Ben C. (Philosophy)  
Barnett, David (CSIT)  
Baxter, Grae (Provost)  
Broderick, Shelley  
Cousin, Carolyn  
Farmer, Shurrion (Math)  
Hanff, William (Mass Media & Perf Arts)  
Harrison, Elgloria (NAH)  
Jackson, Terri (OGC)  
King Berry, Arlene (Education)  
Musgrove, G. Derek (History)  
Pearson, Clarence (Eng/Archt/Aero)  
Petti, Matthew (English)  
Rode, Meredith (Mass Media & Perf Arts)  
Smith, George (School of Business)  
Seyoum, Hailemichael (Chem/Phys)

Observers:
Green-Ridley, Gloria  
Hartline, Beverly  
Krauthan, Helene  
Racine, Marie  
Reese, LaTanya  
Turpin, Cherie Ann

Minutes
The March 2010 meeting minutes were approved without opposition.

Order of Business
The Chair noted a minor change in the Agenda that would move the discussion concerning the Professional Science Master’s Degree to a separate agenda item and not as part of the Academic Standards, Programs and Policies Committee report.

Committee Reports
- Charter and By-laws Committee Report
Committee Chair, G.D. Musgrove reported that the final draft of the Senate Charter no longer referred to Community College (CCDC) representation in the Senate. Musgrove and the Committee were assured that the CCDC was developing and would soon have a separate governance structure and the Committee was looking forward to working with the CCDC. The Chair recognized the hard work of the Committee to include surveys of best practices and recommendations of other institutions, American Association of University Professors and Middles States.

Action Item:
The Senate approved the Charter without opposition.
• **Professional Science Master’s Degree** (PSM)
S. Broderick called upon Dean Beverly Hartline to report on the PSM and the work of the University’s Graduate Council. B. Hartline explained that every department with a graduate program was represented by the Graduate Council. The Graduate Council had reviewed and approved the PSM. She highlighted the importance of the PSM noting that there were enough safeguards present to prevent students getting lost in the shuffle; the average salary for students with a PSM was $60,000; and regular reviews would be performed by an organization external to the University, the Council of Graduate Schools.

**Action Item:**
The Senate approved the PSM without opposition.

• **Academic Standards, Programs and Policies Committee** (ASPPC)
Online Course Guidelines
M. Petti reminded the body that the Proposal for Online Course Guidelines had been discussed and circulated at earlier meetings.

**Action Item:**
The Senate approved the Online Course Proposal Guidelines without opposition.

General Education Proposal
The Committee requested that Dean April Massey present the new General Education Proposal to the Senate. Dean Massey described the work of the University-wide General Education Reform Committee culminating in a new program to be implemented in Fall 2010. A. Massey stated that the curriculum would be broad and interdisciplinary and relevant to the current and future life and work of UDC students. The delivery of core content would be driven by high impact practices. A. Massey explained that the General Education Reform Committee met weekly, presented to and received comments from departments from all over the University community.

**Action Item:**
The Senate determined that it would not vote on the proposal at this time, but would instead participate in the “vetting and engagement process” so as to create additional opportunities for input and feedback during the next two weeks.

**Adjournment**
The April 2010 Meeting of the IAS was adjourned upon motion at 4:00 pm.