ACADEMIC SENATE MINUTES

Wednesday, March 6, 2019 at 4:00 P.M.

Room 132 ·DeBartolo Hall

1. [4:03 PM] Call to Order/Certification of Quorum
2. [4:03PM] Agenda Approved
3. [4:04 PM] Approval of minutes from February 6, 2019 meeting approved. Motion to approve: K. Learman; Second: R. Shaklee; Motion passed
4. [4:04 PM] Senate Executive Committee Report – Chet Cooper, Senate Chair
   • Discussion of resolution passed by the Board of Trustees on March 6, 2019
     • M. Sherman, resolution is a follow-up to December resolution concerning strategic planning; supports the strategic planning and program optimization process through appropriate budgeting, etc.
     • Upcoming thought leaders sessions: March 25, April 1, April 23
     • HLC approved the definition of credit hour that the Senate passed in the Fall
     • Received Athletic Academic Initiatives presentation from Division of Athletics
       • interested in how to reach out to get the academic performance of their athletes
     • Addressed common syllabus issues (to be discussed by Academic Standards Committee)
     • Approved Department of Theatre and Dance to have repeated term for departmental senator next year, if desired – there are only two eligible faculty in the department, one being the chair – committee agree that either can be senator
5. Ohio Faculty Council Report – No Report
6. Charter and Bylaws Committee – No Report
8. [4:14 PM] Reports from Other Senate Committees
   • Academic Events Committee – No Report
   • Academic Programs Committee – No Report
   • Academic Research Committee – No Report
   • Academic Standards Committee – Gary Walker, Chair
     • Electronics in the Classroom (attached)
       • Concerns expressed included the need for language regarding the use of phones during examinations; the need for an all-encompassing policy; how this policy addresses the issue of computers as communication devices.
• Policy approved by majority (hand vote taken).
• Common Syllabus discussed (attached)
  • Questions centered on language related to disability services, and what steps would be taken to ensure every instructor includes language; programs with accreditation standards need to make sure mechanics within common syllabus match accreditation requirements; need to keep version archive consistent, accessible.
• Policy approved by majority (hand vote taken).

• General Education Committee – No Report
• Honors Committee- No Report
• [4:30 PM] Library Committee – Jacob Labendz (verbal report)
  • Unspent allocation of $66,000; needs to be used for acquisitions; must serve the greatest good.
  • Some funds will be used for streaming service for faculty and students (trying a one year subscription; $20k-$30k annually).
  • Soliciting college and department level proposals (up to $6k, make requests scalable).
• Professional Conduct Committee– No Report
• Student Academic Affairs Committee – No Report
• Student Academic Grievance Committee – No Report
• Undergraduate Curriculum Committee – No Report
• Program Review – No Report
• Technologies Committee - No Report

9. [4:38 PM] Unfinished Business

• Re-envisioning General Education Working Group – Betty Jo Licata
  • Licata reported that Paul Gaston, expert on general education, will speak April 23. Open Forums will be held March 28, April 3, and once after Gaston’s talk, to give an opportunity for community to hear about recommendations (e.g., LEAP model, competencies, digital technology).

• Technology Adoption to Augment Student Success – Ernie Barkett, President, SGA
  • See attachment (PowerPoint slides)
  • Discussion ensued. Technology adoption discussions referred to departments for more input.

10. Meeting Adjourned at 5:25 PM
Draft language for the use of electronic communication devices in the classroom.

"Personal Electronics, such as cellular phones and tablets, play an important role in the communications necessary in our contemporary world. As these devices have the potential to be used in ways contrary to academic standards and may facilitate academic dishonesty, the faculty member may take steps to limit the use of these devices in the classroom and their courses. If a faculty member has an electronic device policy, that policy must be stated in the syllabus. At the same time, personal communications devices are necessary as a safety tool in time of emergency. The faculty Member cannot bar the student from having these devices in their possession in the classroom."

**Rationale:** Students need these personal communications in order to receive sometimes critical information during the day, in the classroom and on the move. This is evidenced by the implementation of the YSU text messaging system, and recent events proved the value of such communications.

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**Draft Language of the "Common Syllabus Policy"**

"Faculty syllabi, either distributed in hard copy or digitally, must contain detailed academic information governing course specific classroom policies, as outlined in Article 28.3 of the OEA agreement. In the interest of specific academic clarity, reference to other important information, but not strictly academic information, the student should be referred to the Academic Senate's Common syllabus page."

**Rationale:** Justification of keeping the common syllabus material at one location on the Senate Website is for accuracy of information that is subject to revisions at any time. It makes such revisions, that are deemed necessary, easier to implement, by revision of this site alone. By doing this is way, policy can be revised in a way that does not require duplication of the same revisions hundreds if not thousands of times across campus.
Technology Adoption to Augment Student Success Policy
February 2019

Agenda

• Why is Technology Adoption essential to Student Success?
• Current State of LMS Adoption
• Policy specifics
• Next Steps
• Questions / Discussion
Why is LMS Adoption essential to Student Success?

• According to the Educause Center for Analysis and Research:
  – Higher numbers of students in public institutions work over 30 hours per week
  – Grade and syllabus posting in the LMS have been found to enhance academic performance
  – Enhanced academic performance equates to higher student engagement, retention and overall success


Placeholder SGA Student Survey Results
SGA Academic Chair Interview Summary

• SGA members met with 12 Chairs spanning each of the Colleges (except WCBA, WCBA adopted BlackBoard across the College this Spring).

• Feedback ranged from “using BlackBoard and it is an effective tool” to “our department uses GoogleDocs for class information sharing (except grades) and that works for us”.

https://docs.google.com/spreadsheets/d/14nA-CbdVSS21z4u9fRiOsCf82c4miAtunbeUcJeUsa0/edit?usp=sharing

LMS Adoption Rate

Survey data collected Fall 2018

* UC & WSU - Do not mandate LMS usage. However, a shell is created for every course. Both commented that actual adoption was above 90%.

** NEOMED - All faculty use LMS

## - Insufficient data to calculate Adoption Rate.

### - Several LMS’s. Adoption is 100% in some College’s.
Policy specifics

Academic department chairs, in consultation with department faculty, shall provide to the dean a recommended plan for adopting the identified technologies within a timeframe that permits two (2) semesters for all full-time faculty teaching within the department to become familiar with and use the technology at the basic level (or as determined through OEA negotiations). An accelerated time-frame may be implemented for part-time faculty. Identified technologies include:

**Learning Management System** (i.e., the standard, core LMS supported by YSU Information Technology Services) at the basic level or beyond including:

- Syllabus published in the LMS for each course within the first week of the semester
- Grades entered in the LMS twenty-four hours prior to the withdrawal deadline and the final course grade for each semester

Policy specifics

The dean will review and approve in writing the chairperson’s recommended plan for faculty technology adoption. Prior to approval, the dean may return proposed adoption plans for modification and/or clarification. Once approved, the dean will forward departmental adoption recommendations to the office of academic affairs. The provost may return departmental recommendations to the dean for modification and/or clarification.

Information Technology Services (ITS) will develop and implement processes such that faculty will not be required to double enter the same data in multiple systems (e.g., no grade Banner grade entry once Blackboard adopted).

An LMS training program and materials will be provided to assist in the adoptions of basic level LMS functionality.
Next Steps

• YSU ITS & BlackBoard Support Team will create a BlackBoard shell for every course for Fall 2019.
• Contact Bill Swann or Joe Alberti to schedule time to customize your course shell.
• A schedule of BlackBoard classes will be coming out starting in August.
• Upon Board of Trustees approval, ITS will begin the integration between BlackBoard and Banner for grades.

Questions / Discussion
Y and proud.