

The College of Liberal Arts and Sciences
Senate Meeting Minutes
September 13, 2021
3:15 pm ▪ via Zoom

- I. Call to Order
Hilde Hoogenboom called the meeting to order at 3:15 p.m.
- II. Approval of April 12, 2021 meeting minutes.
A. Motion to accept the minutes. Approved-28, Opposed-0; Abstentions-2
- III. Dean's Report
- A. Dean Kenney provided a COVID-19 summary report: < 1000 cases among students; very few cases for faculty & staff. Vaccination rate ~ 50% for students, 80-90% faculty & staff. Masks in classrooms: The College not having many problems with masking.
- B. Merit exercise: ~3% merit increase expected in October; President Crow sped up the process by 3 months.
- C. Enrollment data: The College up in total enrollment, especially online. We're about back to 2018 enrollment levels.
- D. Finances: The College is on solid footing. Decentralization was 0.25% this year. Furloughs not being considered.
- E. Searches: In progress, with permission for what The College can afford, while we wait for the Provost to grant us their funding for hires, which will be at a low level.
- F. Questions to Dean Kenney:
1. Committee of Review: Dean Kenney agrees to keep the committee. Must be activated and populated. Lisa Magana (STS) was on this committee about 10 years ago, when it oversaw one case, of an unsatisfactory review. An ad hoc committee can be invoked by the Dean or by the divisional deans. Madeline Adelman (SST) suggested that we keep the Committee as an elected committee, on standby, should the deans need one, to provide a more transparent process than an ad hoc committee.
Poll: Populate Committee of Review in Spring: Approve-23, oppose-2, abstain-5.
 2. JEDI committee: to be formalized in The College bylaws as a standing committee.
 3. Students on committees: Both the Curriculum Committee and the Quality of Instruction Committee should have student members. Senator Rhian Stotts (SHESC) recommended contacting UGS and GPSA for volunteers as soon as possible because they have many more volunteers for committees than positions.
Poll: Keep students on the Curriculum Committee and Quality of Instruction Committee? Approve-23, oppose-3, abstain-6.
Poll: Populate same two committees as soon as possible? Approve-23, oppose-6, abstain-3.

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- IV. Curriculum Committee Report
 - A. SGSUP Atmos Sci – major is 60 credits.
 - B. SHPRS REL 403 – too few students? Just needs to be offered twice before being added to catalog.
 - C. IPI 296 syllabus rather sparse. IPI is not in a unit; exists at the College level. IPI 196 and IPI 296 are process-oriented courses that are meant to be taken multiple times, with varying topics. Poll: Approve Curriculum Committee report: Approve-31, oppose-0, abstain-2.
- VI. Announcements
 - A. CHEGG and academic dishonesty – invite Ann Jones the new Vice Provost for Undergraduate Education to discuss this issue at an upcoming Senate meeting. Course Hero also mentioned as problematic.
 - B. David Siroky – Afghan scholars (not discussed)
- VII. Meeting adjourned at 4:36 p.m.

Office of the Dean

The College of Liberal Arts and Sciences
Senate Meeting Minutes
October 18, 2021
3:15 pm ▪ via Zoom

- I. Call to Order
Hilde Hoogenboom called the meeting to order at 3:15 p.m.
- II. Approval of September 13, 2021 meeting minutes.
A. Motion to accept the minutes. Approved-25, Opposed-0; Abstain-1
- III. Curriculum Committee Report
A. Poll to approve Curriculum Committee report. Approved-27; Opposed-0; Abstain-0
- IV. Academic Dishonesty – Anne Jones, Vice Provost for Undergraduate Education
A. EdPlus Cheaters booklet document provided to Senators
1. Academic Integrity Officers (AIO) convene regularly to establish best practices across ASU. The Office of General Counsel (OCG) wants to see consistency and fairness across ASU in treatment and sentencing, so that punishments hold up on appeal.
 2. Chegg and Course Hero are “tutoring sites” where a) students own their answers to HW & quizzes, and b) students certify that they own the copyright of the material that they post on the website. To pursue cases to remove uploaded materials, faculty must have evidence that these sites are posting faculty’s intellectual material.
 3. OGC made progress with Course Hero, which has a warning against posting ASU materials. They have a smart business model that protects sites. We must change our materials and assessments from semester to semester. A first step is a syllabus template with a very clear, airtight, consistent message both in writing and orally.
 4. Discussion
- Questions/Concerns:
1. Concern that the volume of material for ASU courses on Chegg and Course Hero undermines the integrity of online courses. Faculty see the potential for a public-relations ‘time-bomb’ and believe that ASU should be more aggressive.
 2. Fulton Schools of Engineering have 3 full-time people tracking downloads of course material during exam times. Faculty would like ASU to support them in getting the names of students responsible for using materials on Chegg.
 3. Question asked whether ASU could get accounts for faculty because materials behind a paywall are not checked by Turn It In. In large o/iCourses, 75% of cheating happens in iCourses, that is, with on-campus, in-person students.

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B. Possible next steps:

Anne Jones emphasized the need for consistent communication from faculty to students, with special care to clearly defined what is “inappropriate.” Academic units should invite Amanda Smith who serves at the Academic Integrity Office for The College, to discuss Academic Integrity.

Comments:

Paul LePore, Associate Dean for Student and Academic Programs, agreed that faculty should report the names of students uploading materials. The Dean will add a letter to students’ files to track this, but there is no punishment.

One Senator ironically noted that online is now a learning source scaled up through cheating sites.

- V. Proposed change to bylaws: designate The College DEI committee as a standing committee
A. Linda Luecken, Vice Dean of Faculty, introduced the following text to the bylaws establishing a Diversity, Equity, and Inclusion (DEI) committee in The College at the level of a Dean’s Advisory Council committee.

The Dean’s Advisory Council on Equity, Diversity, and Inclusion shall advise the Dean on issues related to justice, equity diversity and inclusion as it relates to students, faculty and staff at The College. The committee shall consist of nine faculty members: two tenured/tenure-track faculty and one fixed-term faculty from each of the three divisions in The College. Committee members will be appointed by the Divisional Deans and will serve 3-year terms. The committee will report its findings and recommendations to the Dean at least once per semester.

Comments/Questions:

It was noted that faculty had read a recent article explaining the problems of the ‘JEDI’ acronym, and the name was changed. Students will be invited to come to the meetings but not added to the committee.

Question asked whether justice would be in the description, as it is no longer in the title.

- VI. Meeting adjourned at 4:36pm

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The College of Liberal Arts and Sciences
Senate Meeting Minutes
November 29, 2021
3:15 pm ▪ via Zoom

I. Call to Order

Hilde Hoogenboom called the meeting to order at 3:15 pm

II. Approval of October 18, 2021 meeting minutes.

A. Senators had questions about three points in the minutes, which will be clarified.

B. Motion to accept the Minutes. Approved - 24, opposed - 0, abstain - 3

III. Dean's Report: Dean Patrick Kenney

Chairs and Directors have been working on new **remote work policies** affecting about 2,000 staff. The College itself adopted university policy: remote work two days a week is allowed. More than that requires approval from the Provost. The College requests that “lights not be dark” – in other words, someone needs to be there to handle calls and visits from students and their families

Chairs and Directors were working on four new policies this semester – masking in classes, the early merit increase, the remote work policy, and the Federal vaccination mandate. By January 4, ASU employees must do one of three things– show evidence of vaccination, apply for and receive religious accommodation, or apply for and receive medical accommodation. Only people receiving emails from HR and Patrick Kenney are those not in compliance. The biggest groups of those not in compliance are student workers and graduate students. They are having trouble reaching some of these people. *Please spread the word* because some of the members of this group may not pay attention to emails from an unknown person. The Provost added five additional lines for diversity hires and the College added one. The College is searching for well over 30 lines for tenured professors, tenure-track professors, and directors.

A Senator asked how to advise TA coordinators concerning the vaccination deadline and how to schedule TAs for next semester. Kenney: Ask TA coordinators to have a quick, short meeting with all TAs to remind them that they have three options and must be in compliance by January 4. Units should schedule TAs for next semester, then wait and see.

A Senator reported the lowest morale in a decade among NTT faculty in CLAS, who feel burn out. Dean Cohen said something would be done about this. Is something being done? Kenney: There is a lot of discussion about NTT faculty between the Dean's Office and Provost's Office. Everyone acknowledges there are problems that need to be dealt with – from workload, to salary, to acceptance by the tenured faculty. It is important to note that NTT faculty have more face time with students than TT faculty by a factor of 3, 5, 8 even 10 sometimes, depending on the unit.

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IV. Academic Integrity Discussion with Amanda Smith , Senior Director for Curriculum and Student Affairs, The College, and Chuck Barbee, Director, Academic Standards and Curriculum Planning, Fulton Schools of Engineering

Site for information about the academic integrity policy, reducing cheating, protecting your course materials, and reporting violations: <https://thecollege.asu.edu/resources/academic-integrity>

To report a violation of academic integrity: https://asuacademicaffairs-advocate.symlicity.com/public_report/index.php/pid578748

Amanda Smith:

The process for violations of academic integrity: 1) gather evidence, 2) meet with the student(s) involved, 3) review with unit leadership (associate director), and 4) report the using the form linked above. The College 1) ensures uniform sanctions for similar violations across units and 2) tracks repeat offenders across ASU, who receive stronger sanctions. Faculty should present students with a summary of their violation and your decision, and informed that they have a right to appeal within 10 days. 90% of students do not appeal.

The provost asks that faculty report anything that happens. When students post material on websites, they are not committing an academic integrity violation, but may be committing a copyright violation if the materials are directly from an instructor. Half of all cases are for downloading material

Question for our faculty from Hilde Hoogenboom – how could The College support people teaching online courses when they encounter academic integrity violations?

Chuck Barbee:

Engineering follows the same process Amanda Smith uses, as laid out by the Provost. The goal is to create a culture of academic accountability and build student character. After their first violation, students receive the lowest reasonable sanction and are required to take a two-hour remediation course, which research shows does make a difference. Although violations are underreported, reporting has increased. (During our year online, reported cases doubled.) The “new normal” in academia is that course design needs to include features that preserve academic integrity.

A senator asks how many violations are reported. In Fulton, 400-500 per year, and double that during the pandemic. In The College, about 300 violation reported this past semester. Dean Fabio Milner noted that two thirds of students self-report that they have cheated.

Reports of violations increase when faculty talk with academic integrity officers.

Engineering supports faculty who want to pursue students who post their materials on cheating sites. Engineering uses a Digital Millennium Copyright Act (DMCA) form where faculty provide URLs for uploads of their material to CHEGG etc. Engineering’s AI office sends them to CHEGG etc., which takes down the link and sends a list to the AI office with names and time stamps, which allows faculty to see if this was during an exam. The AI office sends this list to faculty, who then have a conversation with students about AI. This does not

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result in an AI violation. Here is the form: <https://engineering.asu.edu/wp-content/uploads/2019/07/Template-Copyright-Infringement-Request-ASU.pdf>

V. Vote to change bylaws: designate College DEI as a standing committee
Senator asked if the committee will pay attention to accessibility issues, which are necessary for inclusivity. Yes.

A: Poll to approve bylaw change: Approved - 17, Oppose - 1, Abstain – 1

VI. Curriculum Committee Report – accepted by the Senate.

A. Poll to approve Curriculum Committee report: Approved - 19, Oppose - 0, abstain - 1

7. Announcements

Hilde Hoogenboom and Jim Lyons (Presiding Officer and Presiding Officer-Elect of the CLAS Senate) met with the Director of the Anti-Racism (DEI) Committee in SHPRS to ask what the CLAS Senate could do to support the Multicultural Center of Excellence and the students undergoing sanctions. They believe (as do many faculty) that these sanctions are unfair and send a terrible message about the university's lack of support for African-American students. One goal is to put into place a Multicultural Center with a board, bylaws, and so on. *If you would like to share your thoughts, please email Hilde.*

8. Adjournment

Motion to end meeting passed at **4:35 p.m.**

Office of the Dean

The College of Liberal Arts and Sciences
Senate Meeting Minutes
February 7, 2022
3:15 pm via Zoom

- I. Call to Order
Hilde Hoogenboom called the meeting to order at 3:15 pm
- II. Approval of November 29, 2021 Minutes
Poll: Approve – 26; Oppose - 0, Abstain - 3
- III. Dean’s Report
 - A. Marisol Perez from Psychology was introduced as Associate Dean of Graduate Initiatives, replacing Fabio Milner. She will be meeting with graduate student staff in all units. There has been a shortfall in graduate student funding due to the increase in graduate tuition. Funds have been sent forward by The College to cover the shortfall. Anyone teaching on campus that tests positive for Covid-19 or that has symptoms should tell their chair or director. The Dean can move the affected course to sync mode for 1 week. Sync mode for longer than 1 week requires approval from the Provost’s office. Fewer than 50 faculty and instructors (out of about 1200 in The College) have needed to do this.
 - B. Hiring - the search for a new Dean of Social Sciences is underway.
- IV. Curriculum Committee Report
 - A. Concern was raised about possible overlap in the titles of 2 sets of courses. New course, ITA 380, was deemed to not overlap in title with existing course, ASB 327. A change in title was not necessary.
 - B. CBE 392 will change its new title from “Applied Data Analysis for Social Sciences” back to its previous title of “Advanced Statistics for Social Sciences”.
 - C. Approval of Curriculum Committee Report
Poll: Approve – 26; Oppose – 0; Abstain - 3
- V. Multicultural Center for Excellence (MCE)
 - A. Presentation regarding incident at MCE in Fall 2021
Leah Sarat, Associate Professor in SHPRS led a discussion about an incident that occurred at the Multicultural Center for Excellence (MCE) in Fall 2021, and the consequences of that incident. Leah presented the topic to see what support The College could offer to the MCE and the students that utilize the space as it was intended.

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- B. Points raised during the discussion. Lisa Magana, chair of the DEI committee, stated that a number of initiatives are in place to address these issues.
 - 1. Currently there is no mechanism for students to reserve space in the MCE, which limits the usefulness of the MCE as a safe space for underrepresented students.
 - 2. A senator asked if MCE students receive any de-escalation training.
 - 3. A senator pointed out that autistic students are also not able to get a sensory safe space.
- C. The Dean's office proposed several actions:
 - 1. The College would pay for a staff member temporarily at the MCE for a year or two.
 - 2. The College would offset the cost of faculty working on programs at the MCE.
 - 3. Delia Saenz, The College Chief Diversity Officer, will work with the MCE and it was suggested she attend a future Senate meeting.

VI. Announcement

- A. Senate by-laws and constitution has been approved.
- B. To further our discussion of Academic Integrity, Senate Presiding Officer Hilde Hoogenboom suggests that senators go back to their units and raise these issues (discussed at the November 2021 Senate meeting), and report back to the Senate at the final meeting in May 2022.

VII. Adjournment

Motion to end meeting passed at 4:20 pm

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The College of Liberal Arts and Sciences
Senate Meeting Minutes
March 21, 2022
3:15 pm via Zoom

- I. Call to Order
Hilde Hoogenboom called the meeting to order at 3:15 pm

- II. Approval of February 7, 2022 Minutes
Poll: Approve – 19; Oppose - 1, Abstain – 4

- III. Dean’s Report – Dean Patrick Kenney
 - A. Enrollment in The College in-person is up 1-2%. Online revenue growth has been 5-15 % year over year, but growth is flattening to 1-2% year over year, which is a concern. Summer 2022 looks to be coming in low. The College gets about \$40 million annually from total online revenue.

Hiring by The College is increasing again. There were 50 tenure track/tenured hires in both 2018 and 2019, which was the most since 2008. In 2020, in the first year of the pandemic, the number of hires fell to 30, increasing to 40 new hires this year. The College loses about 30-40 tenured and tenure-track faculty per year. The Provost is paying to hire 20 to 30 faculty of color.

It is increasingly difficult to keep good staff in the present economic environment. To retain staff, The College made the decision to follow university policy to allow two days remote work, and increase salaries for retentions. The College is receiving about 50% of the usual number of applications for staff positions, especially in IT – for whom they are allowing more remote time. Most non-TT faculty that leave are being replaced at the unit level, which The College, instead of the Provost, is authorizing. Dean Kenney had to leave for another meeting.

- IV. Curriculum Committee Report
 - A. Poll: Approve – 22; Oppose – 1; Abstain - 1

- V. NTT faculty and United Campus Workers of Arizona discussion
 - A. Sarah Bolmarcich, head of the NTT faculty committee in SILC, led a discussion of NTT faculty concerns. Several concerns were raised. 1) Starting NTT faculty salaries too low, a long-term problem. 2) Is it possible to take into account the number of students NTT faculty teach, instead of only student credit hours (SCH)? 3) NTT faculty often overworking on service. 4) No

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promotional track for instructors, or mentoring and benchmarks for lecturers. 5) Many NTT faculty do research, which is not presently considered in their workload or evaluation, and thus precludes access to travel grants. 6) NTT faculty employment a DEI issue. In SILC, which has about 60 NTT faculty, 90% are women. Other underrepresented groups also overrepresented in NTT faculty. 7) NTT faculty have no representation on committees in The College and University, or on SILC's executive committee.

Monica Gaughan from the School of Human Evolution and Social Change and Laurie Stoff from Barrett Honors College discussed the United Campus Workers of Arizona, a wall-to-wall union for all employees of ASU, UA, and NAU. The union website is acwarizona.org. Top priorities for the union in 2020 were 1) NTT faculty and multiyear contracts, and 2) graduate student compensation. ABOR presently caps NTT multiyear contracts at 15%, but this is not strictly enforced and all campuses exceed that cap. ASU has 25% of teaching staff as MY lecturers. The proliferation of titles allows universities to get around the ABORS cap, which was intended to encourage hiring T/T faculty. The union can ask ABOR to change its rule. Creation of more multiyear contracts for NTT faculty would greatly enhance stability in these positions. This issue needs to be raised again with the University Senate. Workload adjustments are also needed for NTT faculty, and should be capped at 4/4 (the present 5/5 and even 6/6 is untenable). The primary issues for graduate students are higher compensation, especially in light of recent rent increases across the Phoenix metro region, and better health insurance. Jim Lyons suggested the University Senate take up NTT faculty.

Sarah Bolmarcich proposed an amendment to the Senate bylaws to establish a Dean's NTE Faculty Advisory Council. Linda Luecken clarified that the current Dean's Faculty Advisory Council handles just promotions for NTT faculty and the Dean's Academic Professional Advisory Council is not for NTT. A new council specifically for NTT issues should oversee standards for NTT across The College, where many unit bylaws make no mention of them and standards are ad hoc.

Krista Puruhita (SSFD, substituting for Khaerannisa Cortes) suggested ASU consider teaching professors, who are tenured to teach, as NAU does. Laurie Stoff noted that Barrett lecturers all have multiyear rolling contracts and could be eligible for tenure as teaching professors.

VI. Announcement

- A. Please submit nominations for the Senate election at the next meeting for Presiding Officer and Presiding Officer-Elect.
- B. Standing committees will provide annual reports at May Senate meeting.

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- C. Senate Presiding Officer Hilde Hoogenboom giving several talks on the war between Russia and Ukraine, should any unit want more information.
- VII. Adjournment
Motion to end meeting passed at 4:33 pm

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The College of Liberal Arts and Sciences
Senate Meeting Minutes
May 2, 2022
3:15 pm ▪ via Zoom

- I. Call to Order
Hilde Hoogenboom called the meeting to order at 3:15 p.m.
- II. Approval of March 21, 2022 meeting minutes
A. Motion to accept the minutes. Poll: Approve-27; Oppose-0; Abstain-0
- III. Standing Committee Reports
A. To comply with the Bylaws, section XII.f – “the elected committees of The College shall report at least annually to the College Assembly via the College Senate and to the Deans of The College” – beginning last spring, the 5 standing committees were asked to submit reports.
B. Reports were provided for the following committees:
 1. Academic Standards
 2. Curriculum Committee
 3. Student Affairs and Grievances
 4. Committee on Quality of Instruction
- IV. Curriculum Committee Report
A. Question from Hilde Hoogenboom (SILC) about the elimination of PSY 230 Introduction to Statistics for the Minor in Psychology.
B. Motion to accept the report. Approve-25; Oppose-0; Abstain-3
- V. Proposed Amendment to Bylaws
A. Second read for proposed Dean’s Non-Tenure Eligible Faculty Advisory Council: “The Dean’s Non-Tenure Eligible Faculty Advisory Council shall advise the Dean on issues related to compensation, workload, job security, and working conditions as they relate to NTE faculty in The College. The committee shall consist of [x members and job descriptions--should be NTE] from each of the three divisions in The College. Committee members will be selected by [x means] and will serve 3-year terms. The committee will report its findings and recommendations to the Dean at least once per semester.”
B. Discussion
C. Motion to accept the amendment to the Bylaws and establish the Dean’s Non-Tenure Eligible Faculty Advisory Council. Approve-25; Oppose-0; Abstain-0
D. Motion to staff the Dean’s Non-Tenure Eligible Faculty Advisory Council now for next fall. Approve-24; Oppose-0; Abstain-1

- VI. Reconsideration of Definition of Committee of Review. The ad hoc committee to revise the bylaws in 2021 discovered that the Committee of Review had ceased to exist over the past 6 years. Senators then agreed to reconsider the definition of the Committee in the fall 2021, along with the creation of a new JEDI committee. Senators proposed to take up this question again in Fall 2022.
 - A. Motion to disestablish the Committee of Review. Approve-4; Oppose-18; Abstain-3

- VII. Senate Elections
 - A. Presiding Officer; candidate Rhian Stotts
 - B. Presiding Officer-Elect: candidates Sarah Bolmarcich and Christine Holman
 - C. Motion to vote: Rhian Stotts – Approve-25; Oppose-0; Abstain-0
 - D. Motion to vote: Sarah Bolmarcich: Approve-20; Christine Holman: Approve -4; Abstain-0

- VI. Announcements.

- VII. Meeting adjourned at 4:36 p.m.