Northeastern University
Office of the Faculty Senate

TO: FACULTY SENATE
FROM: Robert Hanson, Secretary, Faculty Senate
SUBJECT: Minutes, 25 April 2018

Present: Professors Adams, Barberis, Barczak, Dencker, Dennerlein, De Ritis, Desnoyers, Erdogmus, Fox, Frader, Hanson, Howard, Kaeli, Kanouse, Kelly, Kirda, McGruer, McOwen, Monaghan, Portz, Powers-Lee, Vicino

Administrators: Bean, Brodley, He, Henderson, Hudson, Loeffelholz, Parish, Wadia-Fascetti

Absent: (Professors) Andrews, Hayward, Nyaga, Patterson, Sipahi, Stephens
       (Administrators) Poiger, Ziemer

    CALL TO ORDER: Provost convened the Senate at 11:10 a.m.

I.   MINUTES
Minutes of 18 April were approved.

II. SAC REPORT

Professor Powers-Lee reported that since the last Senate meeting, SAC has met three times, with two meetings including Provost Bean. SAC's focus had been on the 4.25.18 Faculty Senate agenda and on the Faculty Handbook Compensation module.

While SAC had made a lot of progress on this module, work on it will need to continue during the summer and will involve the 2018/19 SAC.

SAC's goal is to present the Compensation module at the first Senate meeting in Fall 2018.

There have been 8 Handbook Modules Approved by the BOT on 4.13.18. These include:

- Faculty Discipline
- Dismissal Proceedings: Tenured and Tenure-Track Faculty
- Leaves of Absence and Vacation
- Sabbatical
- Academic Freedom
- Conflict of Commitment and Interest

- • Tutoring by Faculty for Fees Deleted from Handbook
- • Statement of the Faculty Senate
- • Procedural Guidelines in the Appointment of University Administrators

In Progress Handbook Modules include the following:

Approved by the Senate & pending Board of Trustees Review
- • Presence at the University
- • Policy on Outside Professional Activities

Pending University-Wide Policy on Intellectual Property
- • Patent and Copyright
- • Instructional Media

Pending Senate Review
- • Compensation
- • Full-Time Non-Tenure-Track Faculty Rights & Responsibilities
- • Full-Time Non-Tenure-Track Faculty Promotion

Professor Powers-Lee thanked the members of the Handbook Committee – Professors Board, Leslie, and Silbey for a productive year. She also thanked and acknowledged the members of the Research Policy Oversight Committee (RPOC) including Professors Mukerjee, Brown, Hajar, Miller, Puffer, Rappaport and Young. And she acknowledged the members of the Full-Time Non-Tenure-Track Faculty Committee.

Professor Powers-Lee announced that the proposed amendment to the Senate Bylaws was approved in a secret ballot of all tenured and tenure track faculty. The vote was 238 Yea (75%), 70 Nay (22%) and 10 Abstain (3%).

Following the announcement of the vote, Professor Powers-Lee recognized Professor Hanson who quoted a line from Shakespeare's *The Tempest* "O brave new world, that has such people in it." And added that like the Star Ship Enterprise, the Faculty Senate was "boldly going where no one has gone before".

Provost Bean noted the humanics concept of joining Shakespeare and Star Trek.

III. **PROVOST REPORT** (Provost Bean)

Provost Bean noted that since the Faculty Senate last met he has been engaged in various budget meetings. He added the discussion on compensation module will have lot of interest from his staff and the deans. He noted those conversations have begun and the Provost Office will work with SAC.

There were no questions or discussions regarding either report.

IV. NEW BUSINESS

A. Graduate Program Revision - Professor Dencker moved the following resolution and Professor Desnoyers seconded it.

BE IT RESOLVED **That the Senate approve the proposed D'Amore-McKim School of Business Full-Time Master of Business Administration revision as approved by the Graduate Council on 11 April 2018 (9-0-0).**

There being no discussion the vote was taken.
The resolution to approve the D'Amore-McKim School of Business Full-Time Master of Business Administration revision PASSED, 27-0-1.

B. New Graduate Program - Dean Loeffelholz moved the following resolution and Professor Hanson seconded.

BE IT RESOLVED **That the University establish the Master of Professional Studies in Enterprise Intelligence in the College of Professional Studies as approved by the Graduate Council on 11 April 2018 (8-1-0).**

There being no discussion the vote was taken. The resolution to approve the Master of Professional Studies in Enterprise Intelligence in the College of Professional Studies PASSED, 28–0-0.

C. Graduate Program Name Change - Dean Brodley moved the following resolution and Dean Leoffelholz seconded.

BE IT RESOLVED **That the Master of Science in Information Assurance and Cybersecurity be renamed to the Master of Science in Cybersecurity in the College of Computer and Information Science as approved by the Graduate Council on 11 April 2018 (9-0-0).**

There being no discussion the vote was taken.
The resolution to rename the Master of Science in Information Assurance and Cybersecurity be renamed to the Master of Science ni Cybersecurity in the College of Computer and Information Science PASSED, 28-0-0.

D. New Graduate Program - Dean Brodley moved the following resolution and Professor Silbey seconded.

BE IT RESOLVED **That the University establish the Master of Science in Artificial Intelligence in the College of Computer and Information Science as approved by the Graduate Council on 11 April 2018 (9-0-0).**

Professor Kaeli asked if the program was designed to be a terminal degree or lead to a PhD? Dean Brodley recognized Professor Rajaraman who responded that the program was designed to be both. Professor Hanson asked how large a cohort was expected? Professor Rajarman noted that the Fall 2019 class will consist of 20 students and then the increase by 10 each year and that it is thought it will be a large program. He also noted that they have over 700 applications for second year of program. Professor Silbey asked who are Northeastern's peers in this program of study? The response was Northwestern, University of GA and CMU (Carnegie Mellon University.)

There being no further questions the vote was taken.
The resolution to establish a Master of Science in Artificial Intelligence in the College of Computer and Information Science PASSED, 28-0-0.

E. Standing Committee Composition Resolution - Professor Howard moved the following resolution and Professor Hanson seconded.

   WHEREAS **the Faculty Senate voted on 27 April 2016 that Northeastern University move toward "one faculty" by minimizing the differences (with the obvious exception of tenure) in the rights and responsibilities between the various classifications of full-time faculty in the Faculty Handbook;**

   BE IT RESOLVED **That, effective with staffing of the 2018/2019 committees, FT NTT faculty be eligible for membership of the following Standing Committees of the Faculty Senate: Committee on Academic Policy, Committee on Enrollment and Admissions Policy, Committee on Faculty Development, Committee on Financial Affairs, Administrator Evaluation Oversight Committee, Library Policies and Operations Committee, Information Technology Policy Committee, and Research Policy Oversight Committee. For the statements on membership of these committees in the "Standing Committees" document, "full time faculty member" will replace the current term "tenured or tenure-track faculty member."**

   There being no discussion, the vote was taken.

   The resolution to permit FT NTT faculty to become members of various standing committees PASSED, 28-0-1.

F. Professor Kaeli moved to submit the Academic Policy Committee (APC) Report and Professor Hanson seconded.

   A voice vote approved the acceptance of the report.

G. Professor Kaeli moved the following resolution and Professor Silbey seconded.

BE IT RESOLVED **That the proposed version of the Student Bill of Rights and Responsibilities, as approved by the Student Government Association, and reviewed and approved by the Office of General Counsel, replace the current Student Bill of Rights and Responsibilities. Further, the Student Bill of Rights and Responsibilities should be made available on the Faculty Senate website.**

Professor Kaeli acknowledged the student leaders from Student Government Association (SGA) who the committee worked closely with. Professor Silbey asked if the access and affordability of course materials was part of conversation. Professor Kaeli said it was, particularly around those materials that expire at end of a course. Professor Kaeli read Article 7 of the Student Bill of Rights:

> *Article 7 - Students have the right to have a list of all course materials that must be purchased. Possible substitutions for said course materials, (i.e. acceptable previous editions of textbooks, digital versions, library owned resources, etc.) should be made available to students at least a week prior to the start of the academic term.*

He noted word "possible" and not promise in regards to substitutions. Professor Kaeli felt the door has been opened in regards to this issue. He added that he hopes the University steps up and can figure out a model of affordability around course materials. Professor Powers-Lee noted that SAC, in conjunction with the SGA, wants to keep working on issues of access and affordability and hope to keep this as a high-profile item.

Professor Desnoyers asked if the Student Bill of Academic Rights and Responsibilities stated anything about student presence during finals week. Professor Kaeli noted the Student Responsibilities section does address attendance. Provost Bean added with an exponentially growing number of online classes and students on co-op, a physical presence on campus doesn't fit our pedagogical model anymore.

There being no further discussion the vote was taken. The resolution that the proposed version of the Student Bill of Rights and Responsibilities replace the current Student Bill of Rights and Responsibilities PASSED, 29-0-0.

H. Academic Policy Committee Resolution 2 – Professor Kaeli moved the following resolution and Professor Howard seconded.

BE IT RESOLVED **That the By-Laws of the University Undergraduate Curriculum Committee be updated to remove the current Composition definition of the UUCC and replace it with the following text: "The UUCC shall be composed of one full-time faculty member from each college (chosen annually by each college's curriculum committee), the Associate Dean in charge of undergraduate programs**

from each respective college, one faculty-member-at-large from the full-time faculty (appointed by the Senate Agenda Committee), one representative from the Student Government Association, and non-voting members from the Registrar's Office and the Library. The Chair of the UUCC shall be the Provost, or their designee. The Chair will vote only in the event of a tie."

Provost Bean noted that this composition was an issue a couple of years ago. Professor Kaeli said this resolution matches the current composition. Professor Hanson noted that this discussion had come up because composition of UUCC had not aligned with what was in the operations manual, and that this proposed composition recognizes the contributions of associate deans. He added this composition worked well this year and this resolution is a way to codify it and move forward. Professor Kaeli added that looking at the models given by SAC, we fall squarely in the middle.

There being no more discussion, the vote was taken. The resolution to update the By-Laws of the UUCC PASSED, 29-0-0.

I. Professor Kaeli moved the following resolution and Professor McOwen seconded.

BE IT RESOLVED **That the University Academic Operations Manual is no longer needed and should be removed from all University websites. Further, given that the relevant academic policy of the current Academic Operations Manual consists of the UUCC Bylaws, the Graduate Council By-laws, and the Student Bill of Rights and Responsibilities, these documents should be available and maintained on the Faculty Senate website.**

Professor Silbey asked if the Academic Policy Committee was saying this Operations Manual is duplicative of other things. Professor Kaeli noted that for consistency it is better to have information in one place. Professor Powers-Lee noted that the Operations Manual is the only place where it is stated that faculty should offer a minimum of 3 hours office hours. And added that students in their bill of rights, mention having adequate access to faculty but that could be via emails or in other ways. Professor Silbey asked for some clarification saying that the resolution says the Operations Manual is being removed from websites; it does not say the Operations Manual is going to be defunct. She added that there cannot be a manual that is not accessible to everyone. Professor Kaeli suggested a friendly amendment to change the word "needed" to "in effect." Professor McOwen agreed with that change.

The resolution now reads as:

BE IT RESOLVED **That the University Academic Operations Manual is no longer in effect and should be removed from all University websites. Further, given that the**

relevant academic policy of the current Academic Operations Manual consists of the UUCC Bylaws, the Graduate Council By-laws, and the Student Bill of Rights and Responsibilities, these documents should be available and maintained on the Faculty Senate website.

Professor Dennerlein asked if references to the Operations Manual should be removed from other documents. Professor McGruer added he thinks the senate needs to think about how we archive our documents and added this could be a charge for next year's Senate. Professor Vicino said he thinks there are departments/colleges that do specify a certain number of office hours. Professor Powers-Lee noted in regards to archiving matters that key documents that supplement our Faculty Handbook should either be available on Faculty Senate website or Faculty Handbook website. Professor Desnoyers said that the issue of office hours particularly affects faculty with heavy teaching loads. And Professor Portz said he thinks there is some value to having a set number for office hours and as a former chair, he thinks a faculty person should have at least 3 hours.

There being no further discussion, the vote was taken. The resolution that the University Academic Operations Manual be removed from all University websites, PASSED, 29-0-0.

J. Professor Kaeli moved the following resolution and Professor McOwen seconded.

WHEREAS **the faculty value the strength of cooperative education at Northeastern and realize the need for constant improvement;**

BE IT RESOLVED **That SAC work with the Provost's Office Chief of Staff to create an ad hoc Senate committee charged with ensuring that the Senate remain fully informed about the Co-op Optimization plan and providing a means of communication with the colleges;**

BE IT FURTHER RESOLVED **That the Committee provide a comprehensive assessment of the optimized search process, including feedback from employers, students and co-op coordinators. The Committee should provide this report, along with any recommended adjustments, to the Faculty Senate in February 2019.**

Professor Kaeli noted the resolution rose out of the general lack of awareness by this body and peers in regards to Co-op Optimization plan and because of the level of miscommunication around this matter.

Professor Howard asked if there was someone present who could speak to involvement by the key stakeholders prior to getting to this level. How did we get to this point? Provost Bean noted that this has been a two year process that has gone through lots of changes, a variety of opinions and multiple town halls. It began

with a lot of student and employer input. A lot of students wanted to access jobs or employers in other colleges. The model that came out of those conversations. It begins with more hand holding at the time of the first co-op and then becomes more automated.

Professor Kaeli recognized Professor Green. Professor Green noted her college was very invested in this change. She added she was excited that students and employers were excited about this change but was concerned about her college's co-op coordinators. While she understands this amendment is in support of them, she hopes the follow-up assessment does not burden coordinators with a lot of questions.

Professor Howard recognized Mary Carney the Co-op Coordinator for Nursing who said Northeastern is premier in the area of co-op and she wants to see this effort succeed. She added one item on her wish list was increased employer input. She also wished there was a bit more of a runway before the start of the program.

Professor Adams expressed some concern around the fact that students would be required to see their co-op advisor for their first co-op but not others. Professor Powers-Lee yielded the floor to Student Government representatives. The students said from their perspective they think students are responsible enough to know whether they need support.

Professor Kaeli said the resolution is trying to improve communication and that that is the number one issue the Committee saw. He added it is important that co-op coordinators have a voice. Professor Howard asked if moving forward there could be some flexibility around timelines. Provost Bean noted this is NU where change happens fast. Professor Silbey asked if there has been more staff hired for the optimization process. Professor Kaeli noted within ITS they have dedicated people and that NU Careers has been brought in house.

The Provost said the intent here is to take the load off co-op advisors so they can focus on experiential learning and that a lot of people have been repurposed to this effort. Think we have enough people to sustain this.

There being no further discussion, the vote was taken.

PASSED, 28-0-1.

Professor Fox moved to append the agenda to add one more item and Professor Howard seconded. And there was voice approval to accept the resolution.

Dean Leoffelholz moved the following resolution and Professor Howard seconded.

BE IT RESOLVED **That the University establish the Bachelor of Science in Digital Communications and Media (to replace the Bachelor of Science in Professional Communication) in the College of Professional Studies as approved by the University Undergraduate Curriculum Committee on 14 February 2018 (15-0-1).**

Dean Loeffelholz said this makes a degree that meets the interest of the marketplace. It was noted there was a lot of conversations about Arts Media and Design and that this is primarily geared towards older students who need to know about digital communications to advance in their careers.

There being no further discussion, the vote was taken. The resolution to establish the Bachelor of Science in Digital Communications and Media PASSED, 29-0-0.

The Meeting adjourned at 12:36PM

Respectfully submitted by,

Robert N Hanson

Senate Secretary