Letter from the University Senate President

As the 2017-2018 academic year comes to a close, I would like to thank the University Academic Council, the Senate committees and task forces, each of the Senators, the Senate staff, and the ASU Administration for their participation in shared governance at Arizona State University. The collaborative work is summarized in this Annual Report which lays out the many initiatives and activities that took place throughout the year. We encourage faculty members and Academic Professionals to bring their issues to the Senate, and I am confident we will continue to respond to these concerns through our established shared governance framework.

This Annual Report has three sections covering Governance Actions, Service Highlights, and Organizational Design and Representation. In this introductory note I would like to highlight a combination of final motions and ongoing initiatives that the Senate worked on this year.

The ongoing discussion of faculty and staff compensation continued as the Personnel Committee pointed out ASU’s relative position vs. Board of Regent identified peer institutions. The administration has agreed to respond formally, including an analysis of compensation adjusted for local cost of living conditions.

After vigorous debate at both the unit level and Senate meetings, the University Senate approved the School of Civic and Economic Thought and Leadership and its associated courses and programs. Overall, the Curriculum and Academic Programs Committee successfully processed 88 major curricular actions during this academic year.

The University Senate approved motion 2018-37 which added language to course syllabi to 1) inform students that faculty are mandatory reporters of harassment behaviors and 2) guard against posting of faculty course material to online sharing sites.

The Senate also approved a resolution 2018-32 requesting written policies, by unit, for assigning graders and TAs to large classes.

The Senate remains very involved in key academic issues. Our representatives were active in the decision to change Learning Management Systems from Blackboard to Canvas. We are participating on the task force looking to upgrade ASU’s General Education requirements. An internal Senate task force continues to investigate how the growth in online education at ASU can best be accommodated and broadened throughout the university.

Senate committees also addressed important working condition concerns. For example, if family members have different last names, benefit applications have to be accompanied with proof of marriage or parenting. Since many cultures do not expect spouses to have the same name, the administration will ask Arizona Department of Administration to reconsider this rule in a forthcoming letter. At Senate urging, the administration has also agreed to consider separate parental leave for both spouses if both are employed at ASU.

Finally, the University Services and Facilities committee looked into various facility concerns this year. A letter was forwarded pointing out the need for more lactation rooms on ASU campuses, and a survey of “dark spaces” was initiated. The Student-Faculty Policy Committee recommended summer school schedules become four days per week instead of five starting in 2019. In the Research and Creative Activities Committee high performance computing needs are being fulfilled and training programs put in place and support for Open Access publishing is being explored.

Serving as University Senate President and University Academic Council Chair has been an honor and a privilege. Thanks to all who have made this a busy and productive academic year.

Sincerely,

Arnold Maltz
University Senate President
Purpose and Mission

The University Senate is the representative body of the ASU Academic Assembly, which consists of all tenured and tenure-eligible faculty, academic professionals, and full-time non-tenure eligible (i.e. lecturers and senior lecturers, instructors, clinical faculty, research faculty, and professors of practice). The Senate is empowered by the Constitution [ACD112-01] to “act for the Academic Assembly in matters relating to: academic affairs, personnel policies, faculty-student policies, finances and university services and facilities.” The University Senate is the conduit through which faculty members and academic professionals share in the governance of Arizona State University.
Each of the curricular items reviewed by the Senate has been previously vetted by a unit level curriculum committee, college/school curriculum committee and the office of the University Provost. At an institution as active and innovative as Arizona State University, it is extremely important that the Senate, and all faculty members and academic professionals, maintain diligence in regards to the review of these important curricular items.

Additionally, this section highlights numerous examples of the policy work performed by the University Senate and each of its standing and university level committees.
Reviewed by the Senate AY 2017-18
Breakdown of Items

AY 2017-18 Formal Motions by Classification

- **Curricular Proposals**
  - Change the academic organization of an undergraduate degree: 1
  - Rename an undergraduate or graduate degree: 2
  - Disestablishment of a unit: 5
  - Disestablishment of a degree or certificate: 6
  - New undergraduate degree (See page 6 for list): 6
  - Establishment of new graduate certificate: 8
  - New graduate degree/program (See page 6 for list): 10
  - Establishment of new undergraduate certificate: 13

- **New Course Proposals**
  - Total New Courses Reviewed by Senate: 326
  - SM1: 62
  - SM2: 16
  - SM3: 66
  - SM4: 48
  - SM5: 56
  - SM6: 10
  - SM7: 37
  - SM8: 31

- **CAPC Review Statistics***
  - Disestablished a Concentration: 9
  - Name Change of a Concentration: 7
  - Establish a New Concentration: 14
  - Establish a New Minor: 7

*Items reviewed by CAPC that do not require a Senate review.
2017-2018 New Programs and Degrees
16 Degrees Reviewed by the Senate

Undergraduate
New Degrees
BS  Recreation Therapy
BS  Digital Audiences
BA  Conflict Resolution
BA  Civic and Economic Thought and Leadership
BS  Tourism and Recreation Management
BIPH International Public Health
(Offered by the PLUS Alliance)
TOTAL = 6

Graduate
New Degrees
MA  Indigenous Education
MS  Actuarial Sciences
MAS Sustainable Tourism
MS  Digital Audience Strategy
MS  Interprofessional Care Coordination
MS  User Experience
MS  Medical Nutrition
MS  Auditory and Language
MA  World War II Studies
PhD Innovation in Global Development
TOTAL = 10

Senate meeting #4 on November 27, 2017 had 87% of the voting members present
### Formal and Consultative Highlights and Recommendations

<table>
<thead>
<tr>
<th>Governance Actions</th>
<th>Recommended/Years to be completed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hosted the Arizona Board of Regents for a breakfast discussion regarding the faculty perspective on general education studies.</td>
<td></td>
</tr>
<tr>
<td>Provided leadership to the Tri-University Arizona Faculties Council at Arizona Board of Regents meetings</td>
<td>Passed a motion asking for the development of policies to govern the assignment of graders and teaching assistants for ASU courses.</td>
</tr>
<tr>
<td>Recommended improved communication to students by passing a Senate motion clarifying additional items that should be posted in each faculty member’s syllabus.</td>
<td>Recommended the proctoring of online math placement exams to improve math placement and academic overall integrity.</td>
</tr>
<tr>
<td>Recommended that when both parents are ASU employees that each faculty member get their full allotment of parental leave.</td>
<td>Reviewed and provided to the faculty an explanation for concerns relating to health insurance coverage for a subset of graduate students.</td>
</tr>
<tr>
<td>Recommended removal of unequal requirements for how employees are required to document their eligible dependents.</td>
<td>Assisted ASU administration in the final development of a clearinghouse for academic dishonesty cases.</td>
</tr>
<tr>
<td>Nominated faculty members for University Promotion and Tenure committee.</td>
<td>Hosted a University Senate past president luncheon to discuss shared governance and engage in faculty strategic planning.</td>
</tr>
<tr>
<td></td>
<td>Proposed implementing a more student and faculty friendly, four day per week summer school teaching schedule.</td>
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### Formal and Consultative Highlights and Recommendations

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  - Hosted the Arizona Board of Regents for a breakfast discussion regarding the faculty perspective on general education studies.
  - Provided leadership to the Tri-University Arizona Faculties Council at Arizona Board of Regents meetings.
  - Recommended improved communication to students by passing a Senate motion clarifying additional items that should be posted in each faculty member’s syllabus.
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  - Hosted a University Senate past president luncheon to discuss shared governance and engage in faculty strategic planning.
  - Proposed implementing a more student and faculty friendly, four day per week summer school teaching schedule.

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**Annual Committee Reports:**
To review the 2017-2018 academic year work performed by the University Senate committees, please go to our annual reports web page.
Communication Initiatives

When representing a group of individuals as large as the ASU Academic Assembly, it is important to develop clear and consistent communication. The Senate and the Senate office staff develop and sponsor several communication initiatives throughout the academic year.

Senator Spotlight

The Senator Spotlight program is designed to recognize senators who have demonstrated a commitment to the shared governance process and highlight the valuable service they are giving to the university.

Dashboard

The Dashboard is sent out to the Academic Assembly six to eight times per academic year and contains information designed to keep faculty members and academic professionals informed about University Senate business.

Academic Assembly Meeting and Reception

This biannual meeting/reception kicks off both the fall and spring semesters. The Academic Assembly reception is a great opportunity to hear from ASU President Michael M. Crow, the University Senate president and network with fellow ASU faculty members.

Service Highlights

I have learned about the process for establishing and approving new programs and new courses as well as the process for how existing programs are modified; how the university administrators and the Senate communicate on issues; and how faculty and staff concerns can be raised and routed to the proper committee in the Senate to be attended to and how they may eventually get resolved.

– Hongmin Li Associate Professor, Department of Supply Chain Management, W.P. Carey School of Business

It has been rewarding to be part of faculty governance. However, I would add that just being a Senator and attending Senate meetings does not really give you a deep understanding of the “behind the scenes” operations of the University; you really need to serve on a standing committee or task force to truly feel part of the governing process and have an influence or voice in the Senate.

– Becky Ladd Professor, The Sanford School
Breakfast with the Arizona Board of Regents

Each year the University Senate hosts a breakfast with the members of the Arizona Board of Regents (ABOR). The purpose of this breakfast is to allow the ASU governance leaders and fellow faculty members an opportunity to interact with the ABOR members and provide them with direct feedback on current and future policy initiatives. The topic of discussion at this year’s breakfast was general education at Arizona State University. The charts below outline the outstanding group of faculty members, administrators and regents who attended this year’s breakfast.

2017-18 Attendees

**Arizona Board of Regents:**

<table>
<thead>
<tr>
<th>NAME</th>
<th>TITLE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bill Ridenour</td>
<td>Chair</td>
</tr>
<tr>
<td>Ron Shopman</td>
<td>Vice Chair</td>
</tr>
<tr>
<td>Jay Heller</td>
<td>Treasurer</td>
</tr>
<tr>
<td>Ram Krishna</td>
<td>Secretary</td>
</tr>
<tr>
<td>Lyndel Manson</td>
<td>Regent</td>
</tr>
<tr>
<td>Larry Penley</td>
<td>Regent</td>
</tr>
<tr>
<td>Karrin Taylor Robson</td>
<td>Regent</td>
</tr>
<tr>
<td>Vianney Careaga</td>
<td>Student Regent</td>
</tr>
<tr>
<td>Andrea DeGravina</td>
<td>Student Regent</td>
</tr>
</tbody>
</table>

**Arizona Board of Regents Staff/Non-Regents:**

<table>
<thead>
<tr>
<th>NAME</th>
<th>TITLE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Eileen Klein</td>
<td>President</td>
</tr>
<tr>
<td>Nancy Tribbenste</td>
<td>Senior Vice President and General Counsel</td>
</tr>
<tr>
<td>Shelley McGrath</td>
<td>Vice President, Academic and Student Affairs</td>
</tr>
<tr>
<td>Mark Denke</td>
<td>Associate Vice President of Academic and Student Affairs</td>
</tr>
</tbody>
</table>

**ASU Administration:**

<table>
<thead>
<tr>
<th>NAME</th>
<th>TITLE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Michael Crow</td>
<td>President of the University</td>
</tr>
<tr>
<td>Mark Searle</td>
<td>Provost of the University</td>
</tr>
<tr>
<td>Deborah Clarke</td>
<td>Vice Provost of Academic Personnel</td>
</tr>
</tbody>
</table>

**ASU Faculty Members:**

<table>
<thead>
<tr>
<th>NAME</th>
<th>UNIT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ariel Anbar</td>
<td>Earth and Space Exploration</td>
</tr>
<tr>
<td>Heather Bateman</td>
<td>Science and Mathematics</td>
</tr>
<tr>
<td>Laura Hanish</td>
<td>Social and Family Dynamics</td>
</tr>
<tr>
<td>Barbara Kinach</td>
<td>Teachers College</td>
</tr>
<tr>
<td>Bertha Manninen</td>
<td>Humanities, Arts and Cultural Studies</td>
</tr>
<tr>
<td>Pamela Marshall</td>
<td>Mathematical and Natural Sciences</td>
</tr>
<tr>
<td>Larry Glover</td>
<td>Environmental and Resource Management</td>
</tr>
<tr>
<td>Angela Reyes</td>
<td>English</td>
</tr>
<tr>
<td>Johanna Urin-Glover</td>
<td>Nursing and Health Innovation</td>
</tr>
<tr>
<td>Xia Zhang</td>
<td>International Letters and Cultures</td>
</tr>
<tr>
<td>Chris Kyzelka</td>
<td>The Polytechnic School</td>
</tr>
<tr>
<td>Arnie Malz</td>
<td>Supply Chain Management*</td>
</tr>
<tr>
<td>Robin Bonfus</td>
<td>Social Work*</td>
</tr>
<tr>
<td>Donna Cataldo</td>
<td>Nutrition and Health Promotion*</td>
</tr>
<tr>
<td>Igor Shovkovy</td>
<td>Science and Mathematics (Poly)*</td>
</tr>
<tr>
<td>Shirley Rose</td>
<td>English*</td>
</tr>
<tr>
<td>Joan McGregor</td>
<td>Philosophy*</td>
</tr>
<tr>
<td>Alejandra Elena</td>
<td>Humanities, Arts and Cultural Studies*</td>
</tr>
<tr>
<td>Stefan Stanchev</td>
<td>Humanities, Arts and Cultural Studies*</td>
</tr>
</tbody>
</table>

**Staff/Other Universities:**

<table>
<thead>
<tr>
<th>NAME</th>
<th>TITLE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pam Hoyle</td>
<td>Administrative Specialist, University Senate</td>
</tr>
<tr>
<td>Bruce Fox</td>
<td>Past President, Faculty Senate</td>
</tr>
<tr>
<td>Gena Woods</td>
<td>President, Faculty Senate</td>
</tr>
</tbody>
</table>

Even though one may collaborate with colleagues around the university, it is difficult to grasp the workings of the university as a whole. Serving on the University Senate helps to derive a better understanding and appreciation of the goals and achievements of ASU."

–Marco Janssen, Professor, School of Sustainability

Shared Governance

The Faculty Perspective

I learned how the faculty can have a voice in developing ASU policies. I have learned about the process of approving new courses and programs, about the role of the various Senate committees, and how the Senate works with the ASU administration. I have met faculty members and administrators outside my unit that I would never have met otherwise, and I greatly appreciate the effort our faculty puts into shared governance.

–Stefania Tracogna, Principal Lecturer, School of Mathematical and Statistical Sciences
Organizational Design

The office of the University Senate is responsible for providing the administrative support that allows the University Senate to function efficiently and effectively year-over-year. It is through this administrative support and the dedicated service from each of its elected members that the University Senate is able to effectively participate in the advancement of the University.

Authority
The Arizona Revised Statue §15-1601 states, “the faculty members of each university, through their elected faculty representatives, shall participate in the governance of their respective universities and shall actively participate in the development of university policy.” Faculty governance responsibilities are also mandated by the Arizona Board of Regents in policy 6-201. At Arizona State University, the authority of the Senate can be found in ACD112-01.

Function
The University Senate constitution, approved by the ASU president and the Arizona Board of Regents, states that the University Senate has the power to act for the Academic Assembly in areas such as:
- academic affairs
- personnel affairs
- faculty-student policies
- financial affairs
- university services and facilities

Organizational Design and Representation

Senate meeting attendance averages 84% per meeting

Shared Governance at ASU
From Policy
ARS 15-1601
ABOR 6-201
ACD 112-01
Senate Constitution
To People
ASU Faculty members and Academic Professionals
Shared governance establishes the ethos and the structures that enable divergent ideas to be placed on the table, debated for their merits, shaped for the larger good of the university community, and put to use in a timely manner. Within the University Senate there are two primary governance processes utilized: formal and consultative.

**Formal**
The formal pathway for topics under consideration within the Senate typically results in the development of a Senate motion. This process is very important because it leverages the collective wisdom and insight of the Academic Assembly's representative body. Examples of formal process topics:
- academic affairs and other policy manual changes
- recommendation to change university procedures or practices that would impact two or more colleges/schools
- resolutions that represent the faculty and academic professional perspective

**Consultative**
The consultative process can result in a formal Senate motion, but most often these requests are handled at the committee level. The University Senate office tracks all requests for consultation received or initiated by the Senate. Examples of consultative topics are:
- policy interpretations
- faculty or academic professional appointments to search committees
- explore/research current event topics affecting higher education
- faculty or academic professional appointees on university level committees

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**University Senate Formal Process**

**Faculty and Academic Professionals**

- Proposal or Motion
- Office of the Senate President
- Senate Committees
- University Academic Council
- Executive Committee
- Senate Floor
- Motion Passes
- Motion is approved and implemented
- Motion not approved
- Back to Originator

- Academic Professional Grievance Committee
- Committee on Committees
- Committee on Academic Freedom and Tenure
- Committee on Academic Professional Status
- Curriculum and Academic Programs Committee
- Governance Grievance Committee
- Library Liaison Committee
- Personnel Committee
- Student-Faculty Policy Committee
- Research and Creative Activities Committee
- University Services and Facilities Committee
- Grievance Clearinghouse Committee
- ASU/ABOR legal review, if required

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2017-2018 Senate Committees

The University Senate committees handle Requests For Consultations (RFC)* from individuals and organizations across Arizona State University. As a service organization, the Senate relies heavily on each faculty member and academic professional who serves as chairperson for a Senate committee. As illustrated in the diagram below, these Senate leaders advise the Senate and the University President in areas that are of strategic importance to both the efficient and effective functioning of the university.

* Request For Consultation is the term used to describe when faculty members, academic professionals or the administration request the official faculty perspective on a given policy, practice or subject here at ASU.

Arizona State University Senate

University President

University Senate

University Academic Council

Standing Committees

Curriculum and Academic Programs Committee
Chair: Caroline Harrison
Committee on Committees
Chair: Chris Kyselka
Executive Committee
Chair: Arnold Maltz
Personnel Committee
Chair: Becky Ladd
University Services and Facilities Committee
Chair: Thurmon Lockhart
Student – Faculty Policy Committee
Chair: Daniel McCarville
Research and Creative Activities Committee
Chair: Greg Stone

Senate University Committees

Library Liaison Committee
Chair: Catherine O'Donnell

Grievance Committees

Committee on Academic Freedom and Tenure
Chair: David Martinez
Academic Professional Grievance Committee
Alexandra Humphreys
Grievance Clearinghouse
Chair: David Martinez
Governance Grievance Committee
Chair: Yun Kang

Other

Office of University Senate
Chuck Barbee
Pamela Hoyle
Ombudsperson
Larry Olson
Senate Secretary
Chris Kyselka
Faculty Athletics Representative
Jeffrey Wilson
Online Education Task Force
Chair: Jim Moore
Parliamentarian
Denise Bodman

Since July 1, 2017 the Senate has handled 44 RFCs*

23 RFCs remain open and roll over into the 2018-19 academic year

21 RFCs are reviewed/resolved and closed

* This number is in addition to 59 curricular motions reviewed in Ay 17-18

RFCs are reviewed/resolved and closed

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The University Academic Council (UAC) serves as the executive board of the University Senate. The membership of the UAC consists of the president, president-elect and the immediate past president of the Downtown Phoenix, Polytechnic, Tempe and West campuses. Each member of the UAC is elected by their peers in the annual Academic Assembly elections. The University Academic Council has general supervision of the University Senate affairs in between each business meeting.

Arnold Maltz  
Associate Professor  
University Academic Council President

Downtown Phoenix campus

<table>
<thead>
<tr>
<th>Tamara Rounds</th>
<th>Robin Bonifas</th>
<th>Donna Cataldo</th>
</tr>
</thead>
</table>
| Clinical Associate Professor  
President | Associate Professor  
President-elect | Clinical Associate Professor  
Past President |

Polytechnic campus

<table>
<thead>
<tr>
<th>Igor Shovkovy</th>
<th>Nancy Cooke</th>
<th>Melanie Pitts</th>
</tr>
</thead>
</table>
| Professor  
President | Professor  
President-elect | Lecturer  
Past President |

Tempe campus

<table>
<thead>
<tr>
<th>Shirley Rose</th>
<th>Joan McGregor</th>
<th>Elsie Moore</th>
</tr>
</thead>
</table>
| Professor  
President | Professor  
President-elect | Professor  
Past President |

West campus

<table>
<thead>
<tr>
<th>Stefan Stantchev</th>
<th>Owen Anderson</th>
<th>Alejandra Elenes</th>
</tr>
</thead>
</table>
| Associate Professor  
President | Associate Professor  
President-elect | Associate Professor  
Past President |

Organizational Design and Representation

usenate.asu.edu

2017-2018 University Senate Annual Report
Constituency: The Academic Assembly

**Definition:**
The University Senate represents over 3,000 faculty members and academic professionals employed at Arizona State University. Individuals holding the following job classifications are what makes up the ASU Academic Assembly:

- all faculty members in a tenure-eligible or tenured position
- all academic professionals with full-time, multi-year, probationary, or continuing appointment positions
- the president and the provost of the university
- all full-time faculty members with fixed appointments (i.e., instructors, lecturers, senior lecturers, principal lecturers, clinical faculty members, research faculty members and professors of practice)
- members of the Emeritus College

**Senate Representation**
Senators are apportioned at the level of the degree granting unit. The number of senators provided to each unit is based upon the total number of Academic Assembly members within that unit.

**Academic Assembly by Classification**
- 12% (501) Emeritus College
- 2% (85) Academic Professionals
- 39% (1,589) Non-Tenure Eligible
- 47% (1,904) Tenured/Tenure-Track

**Job Classification**
AY 2017-18
Number of Voting Members

- **80** Tenure Track
- **34** Non-Tenure Eligible
- **9** Academic Professional

**Gender**
ALL Campuses AY 2017-18
Number of Voting Members

- **61** Female
- **62** Male

**Non-degree granting units can apply for Senate representation through the University Academic Council.
***Includes university libraries.
Interested in service with the University Senate? Contact your current campus president, the Senate office or the University Senate Secretary, Chris Kyselka

Questions

For questions regarding this document, please call the University Senate Office at 480-965-2222