Senate Academic Advising Committee
December 2, 2022, 2pm. on Zoom

Members:

Call to order:

1. **Roll Call**
   Edison Shipley

   Ming-Yuan Chih

   Kirsten Turner

   Martha Yip

   Bethany Fugate

   Jenn Garlin

   Jaime Wainscott

   Kendall Pearson

   Yanira Paz

2. **Approval of minutes from last meeting**
   No previous minutes to approve!

3. **Old Business** *[if needed]*
   a. **Dual reporting.** – *Created implementation committee, discussion about assessment tool to look at professional based staff advising, tool has been formed called "IRADS" just gone into effect this fall. Survey given to every student after an advising appointment.*
   b. **Graduate student advising.** - *Documents provided on Mental Health by Kirsten Turner, focuses during Covid-19 & on Graduate student health.*
   d. **Advising quality.** - *Doing an external review on university advising going on the calendar for next fall/next spring. Each college has their own advising process, should be viewed at a college by college standard*
   e. **Agenda Item** -

4. **Consent Agenda** *[if needed]*
   [Record the final list of proposals on the consent agenda. If any items have been removed, note that here, although details about discussion on a proposal removed from the consent agenda can occur later.]

5. **New Business**
   a. **Agenda Item**

Proposed to meet once a month, but extend the meeting time to an hour. Proposed by Ming-Yuan Chih, second by Jaime Wainscott. Voted on: All members voted yes. Time suggested would be first Friday of the month at 2-3pm.

    b. Next Agenda Item
[Provide the same sort of details here as was done for the first agenda item.]

6. Items from the Floor
[Because items here were not announced in advance, sufficiently describe the issue(s) that are brought up (if any).]

Time Adjourned:
2:34 pm

December 13, 2022 meeting

- UK Faculty Senator Demographic Information
    - Kevin reached out to Sheila Brothers and Katie Silver to get faculty senate demographics
        - Kevin now has that data as an excel file
            - Asian=9
            - Underrepresented minority=14
            - White=77
            - 43 female and 53 male
            - Show graphs
    - Update on making "a statement/recommendation to college Deans about actively trying to find ways to increase diversity of faculty senate representatives"
    - Kevin spoke to Roger Brown about options
        - Leaning on the same individuals
        - DOE
            - Kevin to share the service DOE calculator for College of Medicine and Cindy will share College of Education DOE guidelines
        - Faculty senators give their experience at election time
- Invited Dr. Kirsten Turner (VP for Student Success) (Dr. Turner invited Todd Brann) to a future meeting to present on student demographics/retention #
    - Data on safe working environment: Analysis of Student Code of Conduct violations, according to discrimination, harassment, disruptive behavior, failure to comply, harm and threat of harm, and violations of law and other UK Policies. Does the data track when faculty, instructors, or graduate students are parties?
    - Data on safe working environment: Analysis of cases from the Office of Institutional Equity and Equal Opportunity on number of discrimination and harassment (Regulations 6.1 and 6.2) cases, sociodemographic details, and if faculty, instructors, or graduate students are parties.
- Need to invite Dr. Sue Nokes (Acting Associate Provost for Faculty Advancement) to present faculty demographic recruitment and retention data
    - Show where we struggle with faculty retention—which colleges, departments, levels, etc.
- Invite Dr. Katrice Albert to a future meeting
    - What topic do we want her to address?
    - Present her university level perspectives on the strengths, weaknessnesses, opportunities, and threats (SWOT) we face?
    - Push for establishing associations versus affinity groups at the university level
- Chair Collett mentioned that a new committee on Faculty Affairs is being created. One item they will focus on is faculty salaries and equity to others of similar rank, expertise, colleges as well as other benchmark institutions. While not an issue that our committee will tackle directly, there is likely cross-over with this and lower faculty retention in our underrepresented faculty members. Chair Collett suggested that we mention and discuss this with Dr. Nokes when she visits our SACDI meeting for the retention piece mentioned above.
- Help with diversity statements
    - https://www.uky.edu/universitysenate/syllabus-dei
- How can we support Affinity groups to move to established Associations to increase visibility to make changes.
    - University of Kentucky Black Faculty & Staff Association (UKBFSA) draft

- https://docs.google.com/document/d/1mWBAQNQkyXm5IE31yzR69w0D GOLsTHZLVGC9_Dy1NFw/edit?usp=sharing
- Reviewed by Black faculty and staff in College of Education
- Does/can the LGBTQ* Affinity group partner with the Office of LGBTQ* Resources?
- Need to schedule our spring semester meetings
  - Any suggestions on the best software to use for this?
- A Path Forward for UK Leadership on Diversity, Equity and Inclusion: Recognizing the limitations of the Student Code of Conduct (state law) and the Office of Institutional Equity and Equal Opportunity (federal law) in currently addressing bullying, discrimination, harassment, disruptive behavior, harm and threat of harm. The University then offering guidance for alternative language (federal and state law) to change the landscape. UK could become a leader here.
- Responses to 2022 incident
  - Survey to units on any changes/challenges with students, instruction, and peer-to-peer interactions
  - Internal funding should offer support for pedagogy research (student/instuctor centered)

Senate Committee on Distance Learning and eLearning (SCDLeL)
December 13, 2022

Membership: highlighted names were present; # prepared minutes

Faculty Members:	Student Members:	Ex Officio Members
Sara Police (Chair) #	Zack Wasson	Jay Miller
Roger Brown	Bailey Pierce	Miranda Hines
Karen Clancy		
Henry Dietz		
Allison Gibson		
Brad Lee		
Akiko Takenaka		
Valerio Caldesi Valeri		

1. Old/Ongoing Business –

a. Active Proposal Reviews
   i. Graduate Certificate in Trauma Responsive Practice (initial request sent 11/8/22; revised documents provided 12/12/22)
      1. **Approved**
         a. by Email: R. Brown, M. Hines, V. Valeri, A. Takenaka, S. Police
         b. in-person mtg: H. Dietz, K. Clancy

   ii. MS Nutritional Sciences Clinical Nutrition (initial request sent 12/8)
      1. Program proposal presented by S. Police (proposer)
      2. Discussion and questions around Online Delivery Form:
      - **Update Question 2a** – lead with the program change information; adding two courses. The program is approved in-person, the program is making minor changes to the program (adding two core courses).
      - **Update Question 2e** – change the verbiage from electives to concentration courses; this is to align with the program structure and appropriate terminology for electives vs. selected courses
      - **Update Question 3F** – response should address informal yet structured interactions and support for online students. Suggestions: add office hours to this response and answer the question more directly around faculty engagement; ancillary support. Students will continue to have advising opportunities; Canvas shell-driven announcements; open house events, other examples of informal, yet structured engagements.
      - **Update Curricular Workbook to include online approved courses.**
         o Online course available and students have successfully completed the program using the online substitution.
      3. Update LOS from Deans
         a. Add information to clarify support for faculty time in teaching courses; flexible nature of the coursework. Make sure that Deans/Chairs are aware of the increased faculty effort

4. R. Brown moves to approve with these changes/updates.
    a. **All committee members who are present agree to and recommend approval with the edits above.**

Action Items:

- S. Police to update Online Delivery Form and solicit revised LOS in consultation with T. Thomas.
    - *Done. Sent to committee on 12/14/22. SBP*
- S. Police to circulate updated materials and recommend approval of the MSNS Clinical Nutrition for online delivery thereafter.
    - *Done. Sent to committee on 12/14/22. SBP*
- Update Question 2F on the Online Delivery Form; remove DRAFT watermark for future use.
    - Pending.

SAOS — Meeting NOTES | 12/5/22 | ①

Attendees

① - gh - Bg - JW - gR - ES - JC
KT -

② - Coll. of Educ proposal

a - Suggestion: ask the SC (chair) to consider that "certain" proposals should emanate from Provost's Office → [Name change proposals]

b - Also, suggest: consider that all such proposals should require all deans input / letter ·/.

suspend:

(3) — PhD gerontology proposal

— sole remaining faculty member is assigned to another program

$$y = \cancel{} 7$$

unanimous Approval!

(4) — grad certif: Environmtl Systems — close

$$y = \cancel{} 7$$

unanimous Approval!

(5) — unless any new and urgent business comes forward, this will be our last meeting for the semester

University Senate Library Committee Meeting

December 7, 2022

Committee Attendees: Chair, Marilyn Duncan, Eric Blalock, Loka Ashwood

Guests: Stacey Greenwell, UK Libraries Coordinator of Educational Services and Ben Rawlins, UK Libraries Associate Dean for Outreach, Engagement, and Collections.

The meeting was called to order at 3:30 PM. Dr. Greenwall gave a presentation on "UK Libraries Educational Services." The library provides in-person instruction, which includes one-shot, multiple sessions and consultations. This is the most popular model. Then, they provide online instruction, either synchronous or asynchronous. They focus on learning outcomes and helping students with disciplinary knowledge, analysis, evaluation selection, and research strategy. The library also is available to help students figure out topics, needs, and active learning to help them succeed. They focus on sticky knowledge (being relevant to current moment). The library also tries to follow-up, to measure how/whether the service helped. They have Canvas courses available for further training, such as https://uk.instructure.com/enroll/HFM8FK.

The groups discussed online journals and fee structures. Eric shared that fee structures for open access are unclear, as indicated by an open access double-set of fee charges by Wiley, in the case of a publication in *Hepatology*. While Wiley first stated the charge would be $2,900 for open access, the company later billed for another $3,000 to make the article open access in print. Eric suggested surveying the faculty about the extent of publication and open access fees that they may be accruing. Eric stressed that if the committee moved forward with the survey, that also include an open comment box. A survey could help identify how much money is being spent by faculty per specific publishers, in addition to what the library pays.

Ben Rawlins shared that the library is looking at open access information to understand how much the university is paying. The library has analyzed information from 2018 to 2021, and they have pulled charges from publishers via the Scival system, which documents trends in publishing and open access information. Ben and his team identified baseline figures by pulling articles where the first author was from the University of Kentucky. Currently they estimate that these authors have independent incurred over $1.8 million in costs. The University of Kentucky ranks 63rd for research expenditures as a university, but we are not sure how we compare in terms of spending on open access fees.

Ben shared that the read & publish agreement currently is the most popular version of open access, where a publisher requires that one pay costs to publish and read. Within this agreement, UK authors can receive up to a certain number of articles open access every year. But these costs are quite high (above current subscription costs that the library pays). Another option is Subscribe to Open, where publishers try to get a certain amount of revenue, and then make those journals open access.

The Meeting adjourned at 4:30 PM.

Senate Academic Advising Committee Monthly Meeting Agenda

Meeting Date: November 3, 2022 (Friday), Repeat every 1st Friday, 2-2:30pm

Zoom Meeting Info:
Join from PC, Mac, Linux, or mobile device: https://uky.zoom.us/my/meet.ming
Or iPhone one-tap (US Toll): 16468769923,2820191644# or
13017158592,2820191644#

Meeting Materials Link: Meetings

Time (EDT)	Topic	Contact
2:00-2:05pm	Welcome & Introduction Kristen Turner, Jaime Wainscott, Bethany Fugate, Yanira Paz, Martha Yip, Jenn Garlin, Kendall Pearson, Ming-Yuan Chih	Ming
2:05-2:10pm	Review previous action items 1. Each college has its own. Undergraduate advising survey from students after each advising. This new survey is being implemented about 6 months again. Graduate senior surveys also have data on advising. National student engagement survey. SacAC can receive these data but will be hard to assess the overall quality because of large variation.	Ming
2:10-2:25pm	Discussion items 1. Prepare a report on advising dual reporting 2. Issues in graduate student advising 3. Issues in online student advising 4. Issues in advising retrospective withdrawal 5. TA salary	Ming
2:25-2:30pm	Closing - Review new action items - Plan agenda items for next meeting -	Ming
Next meeting	**December 2, 2022, 2-3pm**	

**Senate Advisory Committee on Disability Accommodation and Compliance
(SACDAC) at the University of Kentucky**

Meeting Date & Location: 12/13/22 via Zoom: https://uky.zoom.us/my/justindlane
Meeting Time: 10am-11am
Potential Attendees:
Voting Members: Justin Lane, Aaron Garvey, Cassandra Gipson-Reichardt
Ex-Officio Voting: Jennifer Pusateri
Ex-Officio Non-Voting: Alice Turkington, David Beach, Leisa Pickering, Heather Roop
Also joined – Davy Jones (representing Senate Council)

Discuss Minutes from 11/17/22

Continue Discussion based on notes from Senate Council
Continuation of Discussion 1:

- **Update on website from David Beach:** The website platform is being updated. DRC is using this as an opportunity to update content. During a future meeting, David Beach will present the faculty aspect of the website. Potential launch date will January/February 2023.

Additional Questions, Suggestions, and Notes from Senate Council:
- How has faculty involvement in student accommodation decisions changed over time?
  - Representatives from the DRC (members of the committee) indicated that syllabus changes have brought more awareness of DRC services. Communication has increased over time.
  - Questions about resources for new faculty were discussed.
- What is decision-making process about accommodations and communications between the Disability Resource Center (DRC) and University faculty (e.g., How is extra time was determined for exams and who makes the determination)?
  - A representative from the DRC (member of the committee)
    - Consultant meets with students.
    - Student requests accommodations.
    - Decision about reasonable accommodations is developed between the consultant and the student.
    - Student makes it clear about what accommodations are needed.
    - Student provides letter to faculty and discusses with faculty.
    - Faculty can contact DRC with questions.
  - In response, a faculty member (non-voting, non-member of the committee) mentioned that discussion should occur sooner with faculty. A member of the committee mentioned that fundamental alternations may occur with a course without faculty input.
- Will the DRC allow a third party to interact with the instructor and student needing an accommodation (FERPA/HIPAA)? Relatedly, identifying support to when accommodations impact course content.

- o Representatives from the DRC (members of the committee): Faculty can receive support from resources within the university.
  - o Another member of the committee indicated that CELT could help with this.
- What are the onboarding opportunities related to student accommodations for new faculty?
  - o CELT was mentioned as a resource.
  - o A member of the committee mentioned the faculty advancement website – video from David Beach regarding DRC.
  - o Another committee member mentioned that new faculty may be unfamiliar with DRC process, in general (e.g., newly graduated faculty). This can lead to trial-and-error learning.
  - o Representative from the DRC (member of the committee): Mentioned looking for ideas and novel ways to engage new faculty or inexperienced faculty with accommodations (e.g., could do departmental meetings).
  - o A faculty member (non-voting, non-member of the committee) mentioned that elected faculty councils may be the best way to approach this topic. DRC could meet with faculty councils.
- Questions about the extent to which the DRC can dictate an accommodation that violates Senate Rules (e.g., allowing a student to miss more than 20% of the course).
  - o A representative from the DRC (member of the committee) indicated that DRC does not dictate anything. Faculty have final say, especially if it violates reasonable accommodations.
  - o Senate rules does not supersede law, such as disability law.
    - ▪ A faculty member (non-voting, non-member of the committee) indicated the issue was around defining acceptable accommodations.
  - o As a side note, a member indicated there is no rule for attending 80% of a class.
  - o Representative from the DRC (member of the committee) indicated there needs to be an interactive process and how to do that well – this is ongoing.
- The following resource was provided by a committee member:
  - o https://docs.google.com/presentation/d/1UGHr3kcW-xV4k388_GzWJk2Rld52jSpoUSVf1Wqhdb8/edit#slide=id.p

Recommendations & Responses Related to Feasibility

- Provide a list of possible common accommodations and how to implement such accommodations for faculty to consider when creating course syllabi.
- Recommendation to provide a rationale for accommodations provided.
- Cooperative designing for accommodations between faculty and the DRC to ensure successful accommodation.
- Give instructors time before the semester begins to provide feedback related to accommodations.
- Involve faculty in less common accommodations to better help faculty support their students.
  - o **Action items:** Asked for a list of accommodations to understand commonalities and those that are not common. There was a request to understand all the various needs and involving faculty.

Supports for DRC

- Discussion of the increased workload of the DRC without them being provided an increase in staffing or resources.
  - Do not have enough support.

Additions to December Agenda

Aaron Garvey (originally added in November)
- Discussed accommodations for those without a disability, never before seen accommodations by faculty as a whole and discussions with faculty.

Leisa Pickering
- Review attached proposals from DRC
  - Needs a conversation with University Senate.

Adjourned on time

November 21, 2022
11:00 – 12:00 am
Zoom
https://uky.zoom.us/j/85792740207

1. **Call to Order/Welcome to Committee and Guests**

2. **Approval of minutes from October 17, 2022**
   Motion to approve the minutes from October 17, 2022 was made by Vallade and seconded by Kwon.   A vote was taken, and the motion passed with none opposed or abstained.

3. **Consent Agenda**
   After a brief discussion Voro moved to approve the following courses listed on the consent agenda and Stein seconded and five courses were moved from the original consent agenda to a discussion agenda. A vote was taken, and the motion passed with none opposed or abstained

   Arts & Creativity (Voro)
   - PLS 240. Introduction to Floral Design

   Global Dynamics (Kwon)
   - AIS 330. Islamic Civilization II
   - CLD 345. Food & Society in Asia
   - MAS 319. World Media System

   Humanities (Stein)
   - JPN 332. Aesthetics & Politics in Japanese Film
   - MCL 283. Introduction to East Asian Film

   Social Sciences (Scarduzio)
   - BSC 251. The Enemy Within: Culture & Health Behavior

   Discussion Agenda:
   WRD 152, HIS 204 and FOR 250 are not ready for a vote and work will continue by the content expert with the course proposers.   No vote was taken.

   UK Core Exception Appeal Request
   A brief discussion was conducted by Kwon regarding the reasons that the course being appealed did not meet the standards for Global Dynamics for a student request on a denied core exception.   She agreed with the findings of the initial reviewer Robinson to deny the appeal request.   Kwon moved to uphold the denial of a Core course exception and Voro seconded.   A vote was taken, and the motion passed with none opposed or abstained.
   Chair Tanaka will notify the student of the committee's decision.

   UKC Global Dynamics course request by Ryan Voogt, Lewis Honor's College
   A brief discussion occurred regarding a request for an UKC experimental core class in the Honor's College.   Kwon had reviewed the course and felt it met the standards for an experimental core

class. Kwon made a motion to approve the request and Voro seconded.   A vote was taken, and the motion passed with none opposed or abstained.

4. **Old Business**
    There was no old business to discuss.

5. **New Business**
    a. UK Core Exception Appeal procedures/criteria for education abroad courses (see Appendix C)
        Guest. Sue Roberts, Associate Provost for Internationalization
        A discussion regarding the process for student's transcripts who return from an UKIC course either in the U.S. or international was held.   There is often a delay in paperwork being returned to UK from the participating school. The area of Global Dynamics is often a specific area of concern. A process is needed to ensure that the student, advisor, and other UKIC involved personnel have the correct information regarding what courses will fulfill a Global Dynamics course.   A working group was tasked by Chair Tanaka to work on a schedule/cycle for appropriate courses, form a checklist of UK Core classes that could be used for a Global Dynamics course abroad and include language specific for the committee to use for international courses. Shanks, Kwon, Roberts and Minion will serve on the working group with the addition of one UKIC advisor.

    b. UK Core Assessment Process
        Guests. RaeAann Peason, Director of Planning & Accreditation (OSPIE); Justin Johnson, Business Analyst (OSPIE); and Nora Hatton, Director of Institutional Effectiveness (OSPIE, *ex officio* member of SUKCEC)
        Hatton, Pearson and Johnson presented a power point presentation highlighting the updates of the 2021-2022 evaluation cycle. Assessment considerations were the continued use of AEFIS software, the assessment process, the assessment cycle and degree audit data.   More information will be presented at the committee's December 2022 meeting. The committee members were asked to review the power point for discussion at that time.

6. **Adjournment**
    Prior to adjournment, Chair Tanaka announced that the next meeting will be December 9, 2022 from 2-3pm via Zoom.
    The meeting was adjourned at 12:07pm.

Absent Member: Bird-Pollan