



**Academic Assembly Meeting No. 7
Monday November 16, 2020
2:05 – 4:00 pm, Zoom Meeting**

MINUTES

Academic Assembly Members

Present: Terri Clark, Chris Paul, Sarah Bee, Kirsten Thompson, Russ Powell, Khalee Kiazolu (GSC), Rose Murphy (SGSU), Shane Martin (Ex-Officio), Margit McGuire, Holly Ferraro, Robin Narruhn, Frank Shih, Yancy Dominick, Kate Koppelman, Felipe Anaya, Oleh Amah, Kathleen La Voy (Ex-Officio), Mimi Cheng, Carol Adams, Angie Jenkins (Staff Rep), Katie Oliveras, Connie Anthony, Gregory Silverman, Patrick Murphy

Excused: None

Seattle University Attendees

Presenters: Robert Dullea, Wilson Garone, Shaney Fink, Michelle Clements, John Fleming

Guests: Mike Marsolek, Alexander Mouton, David Green, Sonia Barrios Tinoco, Michael Quinn, Yitan Li, Katie Kuder, Nalini Iyer, Christine Cole, Cecilia Simpson, Heather Brown, Teodora Shuman, Sven Arvidson, Agnieszka Miguel, Geneva Sedgwick, Lydia Bello, Dylan Helliwell, Jen Marrone, Ryan McLaughlin, Hidy Basta, David Arnesen, Michelle DuBois, Charles Tung, Charles Lawrence

I. Opening Remarks

2:06 – 2:08 pm

- a. Meeting was called to order at 2:06 pm by AcA president, Frank Shih.
- b. **MOTION** Moved by Frank Shih: “Move to approve the agenda for the November 16, 2020 meeting of the Academic Assembly (AcA).” Seconded. **Approved.**
- c. **MOTION** Moved by Frank Shih: “Move to approve the meeting minutes from November 2, 2020 as revised, out of session, by AcA members.” Seconded. **Approved.**

II. Provost Update

2:08 – 2:15 pm

- a. The Provost expressed his sincere appreciation for the hard work of the faculty and staff this year. The Provost offered a brief update on continuing university operations during the COVID-19 pandemic, the work of the Faculty Accommodations Ad Hoc Task Force and the interim process for Program Review during the work of the Academic Program Portfolio Review.

III. Update from Human Resources and Chief Financial Officer **2:15 – 2:35 pm**

- a. Wilson Garone, Vice President and Chief Financial Officer (CFO) offered a brief update on the financial situation of the university. AcA members discussed the contents of the update and asked questions of the CFO.
- b. Michelle Clements, Vice President for Human Resources, provided a brief overview of the operations of the Faculty Pay Ad Hoc Committee. AcA members discussed the contents of the overview and asked questions of the Vice President.

IV. Athletics Department Presentation **2:35 – 3:34 pm**

- a. Shaney Fink, Director of Athletics at Seattle University, presented an overview of the accomplishments, operations, and future initiatives of the Athletics Department. AcA members discussed the contents of the presentation and asked questions of the Director.

V. Academic Program Portfolio Review Motion **3:34 – 3:58 pm**

- a. **MOTION** Moved by Terri Clark and Robert Dullea, Co-Chairs of the Academic Program Portfolio Review Committee (APPR):

“WHEREAS, the Seattle University Board of Trustees adopted a resolution approving the Strategic Directions for Seattle University 2020-2025: A Jesuit University of Distinction for a Time of Change (the “Strategic Directions”);

WHEREAS, goal one of the Strategic Directions is to reimagine and revise the University’s curriculum and includes a review of the University’s portfolio of academic programs;

WHEREAS, goal five of the Strategic Directions is to reposition the University for change and includes making difficult decisions to significantly change or end programs where appropriate;

WHEREAS, the Seattle University Strategic Planning Council is charged with leading the implementation of the Strategic Directions, including prioritizing the potential strategic initiatives, developing implementation working groups, creating appropriate metrics for evaluation and monitoring, and reporting to the University community on the progress of the plan;

WHEREAS, the Strategic Planning Council established the Academic Program Portfolio Review (“APPR”) working group to help fulfill commitments in the University’s Strategic Directions to reimagine and revise the University’s curriculum and to change or end programs where appropriate;

WHEREAS, APPR is charged with designing and implementing a process, through shared governance, to assess the University’s portfolio of academic programs and make recommendations, including program elimination, to transition to a portfolio that ensures mission fulfillment and financial sustainability;

WHEREAS, Section XI.B of the Seattle University Faculty Handbook provides that “[t]he University may reduce or eliminate an educational program (i.e., a minor, major, certificate, concentration, or specialization), degree program, or department for reasons pertaining to low enrollment, low productivity, inadequate academic quality, or in support of the aims of the University strategic planning”;

WHEREAS, Section XI.B of the Seattle University Faculty Handbook also provides that the Academic Assembly of Seattle University (the “AcA”), deans, and appropriate faculty

governance bodies at the school or college level will be involved in the review process for “program, degree program, or department reduction or elimination”;

WHEREAS, there is need to clarify the process for AcA, deans, and faculty governance bodies at the school or college level to review the APPR recommendations;

BE IT RESOLVED, the APPR moves that the AcA pass a resolution supporting the following:

The AcA agrees to the following process for the review of APPR recommendations which will occur after APPR has completed its charge:

1. APPR is authorized to initiate recommendations for the suspension or closure of academic programs at Seattle University during the term of its existence.
 2. During the term of its existence the APPR process supersedes the usual role of PRC which is limited to reviewing proposals to end programs that ordinarily are initiated by the Deans, Schools or Colleges, as described in the Bylaws and Chart of Authorities.
 3. All APPR preliminary recommendations regarding academic programs in a school or college will be provided to the dean and appropriate faculty governance body at the school or college.
 4. The dean and faculty governance body will each review the APPR preliminary recommendations, and the dean and faculty governance body will each submit to APPR a written response to the APPR recommendations.
 5. Based on its review of the response from each school/college, APPR will produce a supplemental comment that affirms and/or modifies its preliminary recommendations.
 6. APPR will embed the school/college responses and its supplemental comments into a final report and recommendations and submit this to AcA and send the supplemental comment to each dean for information.
 7. AcA will review and consider the APPR final report and recommendation which includes responses from deans, responses from school or college faculty governance bodies, and APPR’s supplemental comments.
 8. AcA will write a response to APPR’s recommendations and submit it to the Provost.
 9. The Provost will make recommendations to the President and Board of Trustees informed by the APPR final report and recommendations (which includes responses from deans, responses from school or college faculty governance bodies, and APPR’s supplemental comments) and AcA’s response to APPR’s recommendations. AcA members discussed the motion.”
- b.** AcA Members discussed the motion and suggested revisions to the motion language. A vote on the motion was tabled pending the integration of the revised language.

VI. AcA Open Business

3:58 – 4:00 pm

- a.** The Administrative Programs & Services Review Committee is seeking two faculty representatives to serve on the committee. AcA President Frank Shih will be forwarding a call for volunteers to the AcA membership.
- b.** A discussion of student evaluations was tabled until the next AcA meeting.

*Minutes taken, and respectively submitted, by the AcA Secretary
Lindsey Nakatani, Senior Administrative Assistant, Office of the Provost
November 16, 2020*