

MFA Plain Dealer

Newsletter of the McNichols Faculty Assembly at the University of Detroit Mercy • August 2010

5th Anniversary of the MFA

By Matt Mio, MFA President

Since its first meeting on 20 September 2005, the role of the McNichols Faculty Assembly in Shared Governance at UDM has grown to fill its initial charge of being “an organized structure through which members can exercise meaningful decision-making responsibility on fundamental academic issues, develop innovative faculty ideas and engage in discussion regarding areas of common concern.” The MFA has been the voice of the McNichols Faculty in many ways: approval of new certificates, minors, degree programs and standards; guiding the process of program review; supplying faculty representatives to important bodies such as the Presidential Search Committee; and publicizing the results of the above processes. Items in this newsletter include: a current list of MFA representatives, as well as McNichols Committees, ad hoc Committees and University Teams (pages 1-2); a summary of how a curricular proposal can become policy (pages 2-3); a description of the Shared Governance Clearinghouse (page 3); a list of MFA accomplishments for the 09-10 academic year (page 3); and reports on UDMPU research funds, program review, online course delivery and an external web links issue of the past year.

The MFA encourages every member of the UDM community to get involved in Shared Governance. Read this newsletter and comment by sending a message to mfa@udmercy.edu. Contact your MFA rep directly. Run for election to an open post on a committee or team. The best way to explore what Shared Governance does for you and what it is capable of doing is to contribute to the process!

MFA Representatives for the 10-11 Academic Year



School of Architecture: John Mueller, Allegra Pitera



College of Business Administration: Ram Kesavan, Greg Ulferts



College of Engineering and Science: Jeffe Boats, Kendra Evans, Rick Hill, Darrell Kleinke, Matt Mio, Sandy Yost



College of Health Professions: Amy Dereczyk, Rose Higgins, Todd Ray, Pat Rouen, Kate Walters



Library: Julia Eisenstein, Susan Homant



College of Liberal Arts and Education: Michael Barry, Laurie Britt-Smith, Sharla Fasko, Amanda Hiber, Dave Koukal, Elizabeth Oljar, Jennifer Rike, Carol Weisfeld



MFA Executive Committee: Matt Mio, President; Julia Eisenstein, Vice President; Sandy Yost, Secretary; Jeffe Boats, Communications; Carol Weisfeld, Parliamentarian



McNichols Committees address important crosscutting academic concerns and are standing committees of the MFA: Graduate Program Review; Graduate Retention and Standards; Undergraduate Program Review; Undergraduate Retention; Undergraduate Standards

Ad hoc Committees are generated to complete a specific task: McNichols Tenure and Promotion; Core Curriculum Task Force; UDMPU Research Fund Proposals; New Web Policy Task Force

University Teams involve representation from across UDM, including our professional schools: Assessment; Budget; Facilities, Planning, Standards and Safety; Faculty Development; Information Technology; Mission/Urban/Social Justice; Strategic Planning



Mark Your Calendar

The roster of elected Shared Governance positions was designed to turn over by one-half annually. The next set of elections to the MFA, McNichols Committees and University Teams is slated for February 2011. Mark your calendar now and plan to run!

How a Curricular Proposal Becomes a Policy at UDM

According to the founding documents of Shared Governance, the MFA is in charge of all curricular matters on the McNichols campus. New proposals include certificates, minors, degrees or other matters of academic standards. What follows is a summary of the process from idea to policy:

1. Generation of a curricular proposal by an individual or committee; proposal must follow the adopted guidelines for its type (i.e., minor, new degree program)
2. Proposal approved by the faculty of involved Departments
3. Proposal approved by the college/school curriculum committees and Deans of involved academic units
4. Proposal sent to the Shared Governance Clearinghouse (SGCH)
5. SGCH determines the Committee or Team needed to vet the proposal (i.e., minors are handled by Undergrad Standards, but new degree programs are examined by Undergrad/Grad Program Review)
6. Committee or Team recommendation voted upon by the MFA
7. MFA sends the recommended proposal to the Academic Vice President for administrative approval by the Academic Leadership Team, President's Council and, if needed, the Board of Trustees

Frequently Asked Questions Regarding this Process:
What if changes to a proposal are requested?

Amendments to proposals can be requested at any stage and are usually managed by the original authors.

How long might the above process take?

Most Committees and Teams meet at least once a month throughout the academic year; the MFA meets once every two weeks. The minimum amount of time for a proposal to travel from the SGCH to final implementation of policy is one academic year. Some proposals travel faster (minors) than others (new degrees), owing to the length of the proposals and the due diligence needed to review for and ensure academic rigor.

Where can I find the guidelines for preparing my proposal? Check out the link below to find the adopted policies of the MFA, which includes both guideline documents and previously-approved proposals:

udmercy.edu/governance/proposals/adopted-policies

What is the Shared Governance Clearinghouse?

Early in the pilot period, it became clear to the Academic Vice President and the MFA Executive Committee that the original structure of Shared Governance lacked a central body. While many of the Committees and Teams report to the AVP and MFA, no body existed to collect submitted proposals and send them to the proper group. The Shared Governance Clearinghouse was generated to remedy this situation and allow for monthly discussions between MFA officers and the AVP. If you have an item for discussion at the SGCH, send a message to mfa@udmercy.edu and we'll transmit it to the Committee or Team best suited to consider it.

MFA Work Since May 2009

The McNichols Faculty Assembly completed the evaluation of many curricular proposals during the 09-10 academic year. You can find the SGCH proposal tracking system (with data back to 2005) at the link below:

udmercy.edu/governance/proposals/track

Minors

Museum Studies; Multimedia Journalism; Sports Communication

Graduate Certificate

Advanced Electric Vehicles

Repackaged Degree Programs

Accelerated MBA; BS/MS in Criminal Justice, Intelligence Analysis, Computer Information Systems and Information Assurance; BA/MA in Industrial/Organizational Psychology

New Degree Programs

Bachelor of Science in Health Information Management; Bachelor of Architectural Engineering

Academic Standards

Policy for Proposal of Combined Bachelors/Masters Programs; Guidelines for Students Pursuing Two Concurrent Masters Degrees

Continuing Work

Core Curriculum; McNichols Course/Instructor Evaluations; Bachelors of Interior Architecture and Cyber Security/Information Assurance; Minors in Actuarial Science and Criminal Justice; Graduate Certificates in Finance and Ethical Leadership/Change Management; New Repeat Course Rules for Undergraduate and Graduate Students

UDMPU Research Funds

In 2009, the MFA was charged by the UDM Professor's Union to distribute a faculty research fund as detailed by the current contract. This process is complete for the 10-11 budget year, but proposals will be considered for the 11-12 budget year sometime during the 10-11 academic year. Stay tuned to your e-mail for more information.



Program Review 10-11

In addition to its curricular and standards duties, the MFA is also in charge of shepherding UDM's annual program review process. In 09-10, Engineering, Nursing and Psychology were slated to be reviewed. However, the process was suspended due to a need for additional data. In 10-11, the three programs above, in addition to Women's and Gender Studies, will be reviewed.

In 11-12, the following programs are scheduled for review: Community Development, Nurse Anesthesia, Physician Assistant, English, History, Legal Studies, Philosophy, Political Science, African American Studies, Catholic Studies and Career Education.

During the 12-13 academic year, the cycle of program review will repeat for the very first time. The original intention of program review was to allow two five-year cycles of review to be completed between each North Central Accreditation visit. Consequently, every ten years a program will generate two self-studies which will feed into the NCA report for all of UDM. Reminders about self-study due dates and external reviews are sent by the Office of Academic Affairs.

Online Course Delivery

A unique approval process now exists for programs that wish to take part or all of their coursework into an online delivery format. At the heart of this process is your College or School Curriculum Committee. In short, the MFA's Program Review Committees have chosen to only consider proposals for completely new online degrees. However, the Shared Governance Clearinghouse will maintain a record of Curriculum Committee decisions in this area. Stay tuned for an announcement regarding online delivery initiatives from the Office of Academic Affairs, as well.

External Web Links Issue

During the Summer of 2010, the MFA worked with the Women's and Gender Studies (WGS) Program and the University Library to rectify an external web links issue. Concerns were raised with regard to the inclusion of links to certain websites from the UDM web presence. When external access to some links were unexpectedly removed from UDM websites, the MFA, WGS and the Library asked the Office of Academic Affairs and the Board of Trustees to restore link access before initiating a new policymaking process.

As a result of the issue above, a New Web Policy Task Force will be convened by the AVP to define policy related to UDM's web presence. The Task Force will be composed of one member of the WGS Steering Committee, two McNichols faculty members, one member each from the Schools of Law and Dentistry, one ex officio member from the UDMPU and administrative representatives from IT, Marketing, the Library, Mission/Identity and the Board of Trustees, among others. An election was held at the end of the summer to elect the McNichols faculty reps to this Task Force, and Dave Koukal (CLAE) and Prasad Venugopal (CES) were chosen from a slate of four nominees.