

MFA Plain Dealer

Newsletter of the McNichols Faculty Assembly at the University of Detroit Mercy • August 2012

Academic Discussion at UDM through Shared Governance and the MFA

By Matt Mio, MFA President

Few would argue that postsecondary academics are undergoing massive changes in recent years. Moves toward online education, rising tuition costs, tight finances – these and other policy shifts have direct impacts on the lecture hall, library, laboratory, studio and clinic. Speaking of laboratories, UDM is uniquely situated to be an experiment for how a smaller, private, urban institution might weather these uncertain times. The engine of this machine is the daily teaching and learning that all true scholars wish to stimulate. Standing by to maintain the logistics and sustain the principles of lifelong learning is Shared Governance. Now in its seventh year, the McNichols Faculty Assembly and greater governance structure stand poised to generate the programs and strategies to help UDM weather the current storm and emerge stronger than ever. The only missing piece is YOU! The MFA encourages every member of the UDM community to get involved in Shared Governance and join the discussion. 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 engage Shared Governance is to contribute directly!

In efforts to help Shared Governance at UDM remain as transparent as possible, 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 11-12 academic year (pages 3-4); and reports on UDMPU research funds, program review, Core Curriculum progress, and the new and improved Adjunct Committee (pages 4-5).

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 12-13 Academic Year



School of Architecture: Allegra Pitera, Noah Resnick



College of Business Administration: Ram Kesavan, Greg Ulferts



College of Engineering and Science: Jeffe Boats, Stephanie Conant, Rick Hill, Matt Mio, Sergey Morozov, Sandy Yost



College of Health Professions: Jean Gash, Lori Glenn, Renee McCune, Mitzi Saunders, Nutrena Tate, Kate Walters



Library: Julia Eisenstein, Susan Homant



College of Liberal Arts and Education: Steve Abell, Michael Barry, Jocelyn Bennett-Garraway, Laurie Britt-Smith, Harold Greene, Dave Koukal, Victoria Mantzopolous, Elizabeth Oljar, Carol Weisfeld



MFA Executive Committee: Matt Mio, President; Julia Eisenstein, Vice President; Carol Weisfeld, Secretary; Jeffe Boats, Communications; Noah Resnick, 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 Implementation Committee; 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



We Need You!

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 2013. Mark your calendar 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. All new degree program proposals submitted to the Program Review Committee on or before September 15 will be reviewed by the Committee in Term I; proposals received on or before January 15 will be reviewed during Term II.

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 2011

The McNichols Faculty Assembly completed the evaluation of many curricular proposals during the 11-12 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

Economics; Financial Economics

Graduate Certificate

Forensic Accounting

New Degree Programs

Bachelor of Robotics and Mechatronics Systems Engineering, Master of Environmental Engineering

Academic Standards

Revised Process for Submitting a New Degree Proposal; International Baccalaureate (IB) Policy; NR Grade Policy; Revised Program Review Process, Criteria and Self-Study Guidelines; Revised Standards for Academic Minors; McNichols Campus Syllabus Guidelines; Advising Best Practices; Revised Guidelines for New Certificates; Cross-Listing Standards Policy

Continuing Work

Core Curriculum; McNichols Course/Instructor Evaluations

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 12-13 budget year. Since this is the final year of the current contract and there are no more funds to distribute, a big Thank You goes out to all the faculty who have served on the ad hoc UDMPU Internal Research Fund Proposals Committee over the years! A big Thank You to Cate Caldwell for aiding the effort!



Program Review 11-12

In addition to its curricular and standards duties, the MFA is also in charge of shepherding UDM's annual program review process. In 11-12, fourteen programs were reviewed from CLAE, SOA, and CHP. In addition, the Career Education Center was reviewed as well as two new programs in Engineering.

The combined Undergrad/Grad Program Review Committee revised the Process for Submitting a Proposal for a New Degree Program which was approved by the MFA at its September 15, 2011 meeting.

In 12-13, the first cycle of program review will come to a close with the reviews of English and History.

As the close of the first cycle of program review draws near, it is the perfect time to re-visit the self-study guidelines and the review cycle itself. The Process, Criteria, and Self-Study Guidelines document that guides program review has been revised, incorporating changes that reflect all that has been learned during the first cycle of program review. This document was approved by the MFA on March 15,

2012 and can be found under Approved Policies on the Shared Governance web page. In addition, the five year review cycle was too limited to accommodate all the programs that need to be reviewed so a new, seven-year cycle is being generated. The second cycle of program review is scheduled to begin in 13-14.

Core Curriculum...Next Steps

In the spring of 2011, the Core Curriculum Task Force delivered to the MFA its Final Report. Contained in that report were the learning objectives that will provide the foundation for selecting the courses for the new Core. The MFA approved the CCTF report at its May 19, 2011 meeting. The next step was to create a Core Curriculum Implementation Committee (CCIC). The make-up of that committee and its charges were approved by the MFA at its September 1, 2011 meeting. The population of the CCIC was completed and the kick-off meeting of the CCIC took place December 6, 2011. The CCIC is currently working diligently to generate the process, criteria, and methods for submitting proposals and selecting courses to meet the learning objectives. Please watch your email for more information on the Core Curriculum coming soon. Questions or concerns can be raised with each college's MFA reps and as always, faculty are welcome to attend MFA meetings.

Adjunct Faculty Committee

The Adjunct Committee was formed in recognition of the important role adjunct faculty play in academics. The intent of this committee is to "establish a forum for adjunct faculty to participate in shared governance and to raise issues of concern to adjuncts." We are proud to announce that with the hard work of several dedicated adjuncts, the Adjunct Faculty Committee (AFC) has been re-formed. They submitted the Policy and Procedures of the AFC document to the MFA which was approved at the March 15, 2011 meeting. The AFC will be populated during the next round of At-Large Elections in 2013.