CMU Academic Affairs Council
Summary December 5, 2018
3 p.m. to 5 p.m. EH 101

AA Council Members in Attendance:
Dr. Kurt Haas-Acting VPAA; Dr. Aparna Palmer-AVPAA for Student & Faculty Success;
Dr. Sonia Brandon-AVP Institutional Research, Planning & Support; Dr. Jeremy Hawkins-Dept. Head,
Kinesiology; Dr. Jessica Herrick-Dept. Head, SBS; Dr. Calvin Hofer-Dept. Head, Music; Dr. Scott
Kessler-Dept. Head, Engineering; Dr. Barry Laga-Dept. Head, LLMC; Mo LaMee-Dept. Head, Theatre;
Dr. Carrie McVean-Dept. Head, Biological Sciences; Ms. Millie Moland-Director of Academic Services; Dr.
Steve Norman-Dept. Head, Business; Dr. Lori Payne-Dept. Head, CSMS; Ms. Sylvia Rael-Director,
Tomlinson Library; Dr. Gary Ratcliff-Director, CMU Montrose Center; Dr. Joseph Richards-Professor of
Chemistry (for Dr. Russ Walker); Dr. Bette Schans-Interim Director, Health Sciences; Ms. Holly Teal-
Registrar.

Members excused: Professor Tim Pinnow-Sr. VP Strategic Initiatives, Dir. of Graduate
Studies & Distance Education; Dr. Morgan Bridge-AVPAA, Dir. of Assessment & Accreditation; Dr.
Russ Walker-Dept. Head, PES.

Also in attendance: Ms. Whitney Sutton, Director of Budgets and Food Service Programs.

I. Updates
   A. Campus Updates
      Campus updates at 7:30 a.m., 1:00 p.m., and 5:00 p.m. on December 5 with
      President Foster, Dr. Haas and Mike Mansheim from Marketing.
   B. Sabbaticals
      There were nine applicants this year. The Sabbatical Review Committee ranked
      each application and submitted their determination to Dr. Haas. Word should go
      out early the week of December 10 after conversation with President Foster.
   C. Degree Analytics
      Gary Garofalo, Degree Analytics, will be campus December 7 to hold an open
      session for faculty to provide information about the program and address
      questions. The presentation will be at 11 a.m. in UC 213.

II. Discussion: Rooms and locking thereof.
    Dr. Haas shared a spreadsheet from Facilities of all rooms on campus and by
    building. Academic Council members are asked to review the rooms related to their
    area and determine if they want the room to have 24/7 access for all students. If their
    answer is no, then a justification is required. Academic Council members should
    review their specific tab and send Dr. Haas their determinations before or shortly after
    the New Year. Discussion followed.

III. Budgets (Whitney Sutton)
    Ms. Whitney Sutton was present to talk about the FY20 budget documents that
    Academic Council members received prior to Thanksgiving break. She noted that
nothing significant changed. The Budget Office may push a department’s budget back if the department does not align their budget to CMU’s mission. Department FY20 budget requests need to be sent to Dr. Haas by December 17 for his review prior to the department sending their request to the Budget Office. January 7 is the deadline for departments to return their budget document to Ms. Sutton. Budget meeting dates and times will be sent out, and if a department has a conflict let Ms. Sutton know. Ms. Sutton also reminded Academic Council that Sodexo is more than happy to work within your budget for any events you host during the academic year.

IV. Developmental education legislation FYI
Dr. Haas mentioned that there is legislation afoot to remove developmental programs. Their suggestion is to take a developmental course simultaneously with the required course. This has been in place at other four-year institutions but now may affect CMU, Adams State and community colleges. Discussion followed.

V. Dr. Aparna Palmer spoke about Student Showcase for 2019. She will be sending an e-mail to department committee representatives to schedule a brief meeting before the holiday break. One goal of Dr. Palmer’s is to increase student participation in Showcase. Since this is Dr. Palmer’s first year as the Showcase coordinator, she is asking for organizational help and more involvement from committee members. The winter Faculty Professional Development is Friday, January 18. The presenter this year is Catharyn Baird, JD, Founder/CEO of EthicsGame, LLC, and a Professor Emeritus of Business at Regis University in Denver CO. See Attachment A.

VI. Change Talk (Dr. Jeremy Hawkins and Dr. Jessica Herrick)
Dr. Hawkins shared a descriptive statistics piece showing the mean and standard deviation of exams and finals from one of his upper-division courses. Dr. Hawkins referenced quotes from chapter 24 from the book “The Innovative University: Change and the Indispensable University”. He spoke of how he looks at his test results with the idea of “what can I do to help students learn better.” He also suggested faculty might consider the approach of raising students up to get them to the finish, challenging them to be the best they can be and do. See attachment B.
Dr. Herrick shared an article on change and the stages of change, the characteristics of that stage and steps or techniques to accomplish or fail at those stages. This was prefaced with how to keep a New Year’s resolution. See attachment C.

Upcoming Dates and Deadlines
December 10 - Transitional retirement recommendations to VPAA
December 12 - Holiday Party, 3:30 – 5 p.m. in the Academic Suite
December 14 - Commencement, Brownson Arena
March 1, 2019 - Faculty Evals to VPAA

August 8, 2019 - Tentative Academic Affairs retreat

**Spring Change Talk Schedule:**

- January 16 - Calvin Hofer, EH 101
- February 6 - Scott Kessler
- February 20 - Barry Laga
- March 6 - Mo LaMee
- April 3 - Carrie McVean
- April 17 - Steve Norman
- May 1 - Lori Payne
- May 15 - Bette Schans, Russ Walker
Facility Professional Development Workshop
SPRING 2019

Friday, January 18, 2019
8am–11:30am
University Center,
Meyer Ballroom

This January, full-time and part-time faculty are invited to come to a workshop led by Catharyn Baird on integrating ethics into the curricula across disciplines.

Check in begins at 7:30am
Coffee and tea will be provided during the check-in.

Light refreshments will be served during the break from 9:30–10am

RSVP
Please let us know if you are attending by noon on Tuesday, January 15, 2019 using the following link:

Facility members sometimes assert that they don’t have to think about teaching ethics because their subject areas do not include conversations about values. However, like it or not, every faculty member teaches ethics—either intentionally or unintentionally. This workshop will provide you with concrete, tested strategies to identify where you teach ethics and help you facilitate conversations among students with different ethical perspectives and disparate value priorities. All faculty members can talk about the ethical potholes within their disciplines, model civil and respectful environments in their classrooms, and advise students who come to them for their wisdom and guidance. This presentation will enhance your ability to identify those ethics-teaching opportunities and provide skills to help you nudge learners toward embracing ethical excellence.

Catharyn Baird, JD
Catharyn Baird, JD, is the Founder/CEO of EthicsGame, LLC and a Professor Emeritus of Business at Regis University in Denver, Colorado. A nationally recognized speaker and scholar, Baird’s research resulted in the development of the Ethical Lens Inventory™, a typology that has been used by more than 550,000 people to determine their ethical preferences and leadership styles. EthicsGame’s leading edge pedagogy was featured in the January/February 2013 BizEd. She was recognized by her professional organization, the Academy of Legal Studies in Business, as the 2014 Ethics Scholar in Residence and was featured as a TEDxMileHi presenter in June of 2015, Ideas Unbridled. Her presentation, Ethics For People on the Move, explores how we define an ethical life, and how we can leverage ethical plurality to wisely build strong cultures.
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Quotes from The Innovative University, Chapter 24: Change and the Indispensable University

"Today the traditional university's challenge is to change in ways that decrease its price premium and increase its contributions to students and society."

"As university communities make the choices necessary to win their constituent's loyalty, they can succeed regardless of the opinions of third parties. In the future the most successful institutions will be those that lift their students furthest and fastest and that share their scholarship most broadly. Universities will be recognized for the learning they impart rather that for admitting the smartest students. The impact of their scholarship will be judged by not only those who cite it but those who integrate, apply, and teach it. Traditional academic classifications and rankings will mean less in a world of satisfied students and external supporters. Every institution that satisfies its chosen constituents can be indispensable."

Freeman Hrabowski – President of UMBC (search TED Talks 4 pillars of college success in science)

1. Set high expectations
2. Build community among students
3. It takes researchers to produce researchers – work with your students outside of class (labs, etc.)
4. Faculty members must be willing to get involved with students in the classroom
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<td>Pre-contemplation</td>
<td>Not currently considering change: &quot;Ignorance is bliss&quot;</td>
<td>Validate lack of readiness. Clarify: decision is theirs. Encourage re-evaluation of current behavior. Encourage self-exploration, not action. Explain and personalize the risk.</td>
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<td>Contemplation</td>
<td>Ambivalent about change: &quot;Sitting on the fence&quot; Not considering change within the next month</td>
<td>Validate lack of readiness. Clarify: decision is theirs. Encourage evaluation of pros and cons of behavior change. Identify and promote new, positive outcome expectations.</td>
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<td>Preparation</td>
<td>Some experience with change and are trying to change: &quot;Testing the waters&quot; Planning to act within 1 month</td>
<td>Identify and assist in problem solving re: obstacles. Help patient identify social support. Verify that patient has underlying skills for behavior change. Encourage small initial steps.</td>
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<td>Action</td>
<td>Practicing new behavior for 3-6 months</td>
<td>Focus on restructuring cues and social support. Bolster self-efficacy for dealing with obstacles. Combat feelings of loss and reiterate long-term benefits.</td>
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<td>Maintenance</td>
<td>Continued commitment to sustaining new behavior Post-6 months to 5 years</td>
<td>Plan for follow-up support. Reinforce internal rewards. Discuss coping with relapse.</td>
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<td>Relapse</td>
<td>Resumption of old behaviors: &quot;Fall from grace&quot;</td>
<td>Evaluate trigger for relapse. Reassess motivation and barriers. Plan stronger coping strategies.</td>
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