

Minutes of the Faculty Assembly November 3, 2015

The Asbury University Faculty Assembly convened at 10:50 on Tuesday, November 3, 2015 in Bennett-Bernard. The meeting was opened with welcome and prayer.

The minutes from the last Faculty Assembly were approved.

ACTION ITEM

Recommendations from Academic Policies and Curriculum Committee meeting, Oct. 27, 2015. The following item came from Academic Affairs, Office of Academic Dean.

MODIFY The Academic Integrity Policy

ACADEMIC INTEGRITY

Academic integrity, the embodiment of the moral and spiritual principles to which we adhere, is the essential basis of the Asbury University academic community. Integrity, as partially defined by the Student or Program Handbook on Community Life Expectations, is “both knowing the right thing to do and doing it regardless of the circumstances.” This definition may be applied to all of the scholastic interactions of the academic community. Every member of the community shares responsibility for maintaining mutual trust, respect, and integrity. Violations of such trust and specific acts of academic dishonesty will be subject to disciplinary action.

Definitions

Academic dishonesty can be defined as any type of cheating relative to a formal academic requirement. Academic dishonesty is typically thought of first as plagiarism. Plagiarism, whether intentionally or unintentionally, occurs when credit is taken for what someone else worked hard to discover and record if there is no clarification from where or from whom information is taken. Plagiarism is the use of another’s ideas, words, thoughts, or organization without appropriate credit and documentation when used for a project, paper, presentation, or exam.

More examples of academic dishonesty include, but are not limited to: unauthorized collaborations, fabrications of data, unauthorized access to sources on an exam, excessive revision by someone other than the student, re-use of previous work without permission, and other situations described by faculty for specific purposes.

Communication

Course syllabi should include the definition of academic dishonesty and communicate the consequences to students. Specifically, instructors will provide instructions related to maintaining academic integrity in take-home and in-class assignments, projects, and exams. Instructors will also communicate the process for determining academic dishonesty has occurred and the appeals process for students.

Appeals Process

Students desiring to appeal a determination of academic dishonesty will follow the ‘Academic Appeals Procedure’ found in the Probation, Suspension, and Appeals section of the Asbury University Bulletin, specifically item 1. A.

Determination of Academic Dishonesty and Consequences

Faculty will address suspected occurrences of academic dishonesty as follows:

1. The faculty member will meet with the student individually to discuss the incident. At the faculty member's discretion, the department chair will either be notified of the meeting or be asked to be present for it. The student will be informed of the department chair's involvement.
2. At the faculty member's discretion the student will receive a lowered grade or an F or 0% on the assignment in question.
3. The faculty member will report the incident in writing to the Registrar who will maintain a record of academic integrity violations.
 - a. If the incident is the student's second offense of academic dishonesty as verified by the Registrar, the student will meet with the Dean of the college or school where the most recent incident occurred. At the Dean's discretion, the student will receive an F in the course.
 - b. If the incident is the student's third offense, the student will be suspended from Asbury University.

A question was raised about gray areas, for example when a professor suspects but cannot prove a case of a student cheating on an exam. It was suggested that the faculty member would meet with the department chair to discuss the incident. A question was raised that a student might get an initial F on an assignment, but if this was a second offence this would then be raised to an F for the course. Answer: Faculty should let students know the consequences of repeated offences.

The motion passed.

REPORTS

President Gray noted that the recent Board of Trustees meeting was positive. She gave an update on the Council for Christian Colleges and Universities and the recent decisions regarding the definition of marriage. The CCCU has polled the presidents about their views. The two schools that are no longer in line with the CCCU definition of marriage have withdrawn. Further guidelines are being considered about possible affiliate membership.

President Gray highlighted several of the positive outcomes documented in the Annual Report of Institutional Progress which was distributed. The Leadership Council which met this summer will continue its work an upcoming meeting. She invited faculty to the Community Meeting on November 12.

On behalf of David Hay, Glenn Hamilton discussed the upcoming Active Shooter Lock Down Drill on Wednesday, November 18 at 9:20 am. Details will be forthcoming.

Janet Craigmiles invited faculty to attend one of the Open Enrollment meetings if they have questions. She also invited faculty to attend the lunchtime Employee Recognition and Christmas Celebration in the Gray Room on December 11.

Glenn Hamilton noted some steps made over the past months to improve the ERP. New upgrades should be seen in the coming weeks. He noted that budget analysis is still in process. After reviewing fall enrollment and tuition flow, net tuition appears to down but nowhere near panic mode. A question was raised about the lifestyle requirements for part-time faculty. President Gray responded that while the hiring process for adjunct faculty does not have the same rigor as the one for permanent faculty, the goals for both are similar.

Janet Dean talked about the Undergraduate Research Symposium scheduled for April next year. The symposium will be looking for projects with original thinking, A poster and a paper will be required. An overall winner will be announced at Honors Convocation.

ANNOUNCEMENTS

November 3, 7:30p, Chris Thile, Artist Series concert, Hughes Auditorium.

November 5-6, The Asbury Project hosted by Asbury University's Howard Dayton School of Business and Asbury Theological Seminary's Office of Faith, Work and Economics.

November 10, 10:50a, the regularly scheduled Faculty Forum Tuesday, Nov 10 in Bennet-Bernard will instead be our annual Health Insurance informational meeting led by Human Resources.

November 12, 11:00a, President's Community Meeting.

November 19, 11: 30a – 12:30p, Brown Bag Seminar, Paul Vincent (Professor Emeritus). His topic will be "The Long Wait: Emerson and Creativity."

December 7-10, Final Exam Week.

December 11, 11:30a-1:00p, Employee Recognition and Christmas Celebration, Gray Room.

January 19, 10:50a, Faculty Assembly.

April 15, R5 Forum, Chapel with Keynote speaker Allan Boesak, Desmond Tutu Chair of Peace, Global Justice and Reconciliation Studies at Christian Theological Seminary; April 14, 3:30p, R5 Art Exhibit talk, all-campus reception following (library)

The meeting was adjourned at 11:55.

Respectfully submitted,
Devin Brown
Faculty Secretary