

Department Chairs, Associate Deans, and Deans,

With a goal of staying connected on internal governance issues, the Provost Office sends a monthly Roundup on the final Friday of each month to the internal university leadership. Because the final Friday of November landed during Thanksgiving break, we have delayed sending by one week. This Roundup will therefore serve for both November and December, and we will resume in January.

Creation of Task Force for Promotion and Tenure Guidelines for Interdisciplinary Scholarship. The Provost has invited full professors and associate deans from each School/College and from the Faculty Senate to form a new task force to make recommendations for reviewing interdisciplinary research, creative scholarship, teaching, and service as part of the promotion and tenure process. Interdisciplinarity represents essential aspects of our institution's mission and requires innovative and flexible standards for evaluating contributions across diverse fields. The Task Force will help build a framework that is fair, transparent, and reflective of the value and complexity of interdisciplinary work. The Task Force will convene in mid-January 2025 and will meet twice monthly through the spring term. They will be asked to serve as a liaison to their respective areas to help develop recommendations that will be presented to the deans, the Faculty Senate, Provost, and the President's Executive Council. For more information, reach out to facultysuccess@smu.edu.

Important Academic Program Assessment Compliance and EPC Proposal Submissions: Effective January 1, 2025, colleges and schools at SMU that are not fully compliant with academic program assessment requirements will not be eligible to submit proposals to the Educational Programs Committee (EPC). This is a new standing rule that goes into effect in January. The moratorium on EPC submissions remains in place until the college or school in question comes into compliance, meaning all departments and programs in the college or school have submitted appropriate annual assessment reports in Planning. Each department or program should have a faculty member assigned to oversee academic assessment for each academic program (degree or credential) the unit offers. Programs are required to have clear learning outcomes, to assess the extent to which students in the program achieve these outcomes, and analysis and improvement/action plans for each outcome. Departments/programs that are unable to submit EPC proposals are unable to modify or discontinue existing academic programs or propose new ones. Moreover, they prevent other departments/programs in their school/college from doing so as well. Over the last year, leadership has been informed of the status of academic program assessment in their schools/colleges and has been made aware of any departments/programs that are not compliant. We urge all departments/units to make sure they are fully compliant with academic program assessment by January 1 and to ensure they remain compliant going forward. For questions about this new rule or about the EPC, email smuepc@smu.edu. For questions about or assistance with academic program assessment, email assessment@smu.edu.

Online Adjunct Opportunities in the Master of Public Policy and Master of Public Administration.

The SMU Moody School is looking for interested adjunct or full-time faculty to teach in the two new Masters programs: Master of Public Policy (MPP) and Master of Public Administration (MPA) programs (set to launch in the fall of 2025 pending SMU Board of Trustees and SACSCOC approval). If you or any potential faculty you know would be interested in helping shape these dynamic programs, the following courses are available: Applied Data Analysis (MPA)--teach research design and statistical methods to equip students with the tools for data-driven decision-making in public administration; Sustainability Policy (MPP)--explore sustainable development and its challenges to prepare future policy professionals to create impactful solutions; and other courses upon further discussion. Contact Eva Chiang (echiang@smu.edu) to learn more.

Policy Revisions: Status and Updates. The efforts of two separate task forces over the last year have manifested in the final revisions to two policies being approved and posted to the SMU University Policy Manual as of November 25, 2024. You can find [SMU Policy 2.8 Extra Compensation and Extraordinary Pay](#) and [SMU Policy 2.17 Procedural Standards for Faculty Concerns, Sanctions, and Dismissals](#) at these links. 2.8 will go into effect in the fall of 2025, and 2.17 is effective immediately. The Conflict of Commitment policy (1.3.2) is in the final stages of revision and submission for review and approval. A revision to [Policy 2.3: Faculty Ranks, Academic Titles, and Voting Rights](#) is also being circulated among deans, associate deans, and the Faculty Senate. The deans and provost have reviewed the suggested change, which is an addition of *functional* titles that will allow flexibility for faculty to use functional titles (as staff already do) for websites, syllabi, signatures, etc. For questions, please reach out to your dean's office or Faculty Senate representative.

New Process for Proposal and Review of SMU-Sponsored Non-Credit Experiences

Abroad: SMU has always utilized travel abroad as an important learning opportunity, not only in the form of credit-bearing education abroad programs, but also through experiential non-credit student experiences abroad. These non-credit excursions are sponsored and funded by various programs and departments at the University. To provide the same level of organized review and support of *non-credit* international activities as is done for *credit-bearing* study abroad programming, all international excursions that include students will be reviewed and approved by the International Operations Management Group (IOMG), which is part of the Office of Curricular Operations and Strategy. The IOMG includes representation from Institutional Planning and Effectiveness, Legal Affairs, Risk Management, SMU Abroad, Education Abroad Council, and Purchasing. Faculty interested in taking students on non-credit optional experiences abroad will need to follow these parameters: complete a trip reconnaissance to the destination within the 18 months prior to visiting with students; participate in basic training requirements for faculty/staff leads; meet a minimum faculty/staff to student ratio; and receive approval of logistics, itinerary, insurance, liability waivers, and contracts. A new intake form will be available to interested faculty at the start of the spring 2025 semester. In the meantime, any inquiries regarding student educational experiences abroad should be directed to Dr. David Lee, Assistant VP for Curricular Operations & Strategy, dlee@smu.edu or 214.768.1056.

Syllabus Library: Update on Uptake. Thank you to our department chairs and ATSD's for the November outreach to the 21% of our undergraduate faculty who needed support in publishing their syllabi to the Syllabus Library. Due to their efforts, we saw a strong uptick from 79% to **91%** of undergraduate syllabi published. This translates into only 115 undergraduate courses without a published syllabus. Please note that only courses *meeting specific criteria* were included. These criteria include the following: 1) courses with 3 or more credit hours, 2) courses with enrollments of at least 3 students, and 3) courses located on campus. Excluded from the analysis are labs, practicums, independent studies, dissertation courses, study abroad, and courses for full-time status.

Keep the community informed about faculty awards: Please let us know if you have received or have been nominated for an award – or if you have nominated an SMU colleague [at this link](#).

We welcome your suggestions for future areas to feature in the monthly roundup; email facultysuccess@smu.edu. You can [find past issues at this link](#).