

**Minutes of the Faculty Senate Meeting**  
**University of Notre Dame**  
**1 November 2016**  
**136 DeBartolo Hall**

**Attendees:**

Matthew Capdevielle, Dominic Chaloner, Annie Coleman, Tarek Dika, Chuck Dittbennes, Bridgette Drummond, Mary Frandsen, David Galvin, John Gaski, Nasir Ghiaseddin, Marie Halvorsen, Ben Heller, Michael Hemler, Daniel Hopkinson, Daniel Johnson, Randy Kozel, Byung-Joo Lee, Chao-Shin Liu, Adam Martin, Paul McGinn, Natalie Porter, Ben Radcliff, Jeanne Romero-Severson, Phillip Sloan, Marsha Stevenson, Meng Wang, Hannelore Weber, Xiaoshan Yang, Guagjian Zhang

**Absent:**

Matt Bloom, Beyerlein Kraig, Howard Lanser, Hai Lin (excused), Sylwia Ptasinska (excused), Anna Simon, Aaron Striegel, David Thomas, Joe Urbany, Shauna Williams, Samir Younes

1. Senate chair Jeanne Romero-Severson (JRS) opened the meeting with a word of prayer.
2. The minutes of the meeting on 4 October 2016 were approved.
3. Chair's Report (JRS)
  - a. Update on the Ad Hoc Committee on the Evaluation of Teaching: JRS (who is a member of the committee) gave an overview of the recommendations that the committee plans to include in its report to the provost; it hopes to complete the report by the end of the fall semester. The report will include a number of recommendations. In addition, the committee will report that it has identified some significant causes of bias; these are not large but are significant. The committee will also recommend that the guidelines developed in 2006 by the Advisory Committee to the Provost on the Evaluation of Teaching (ACPET) be made available to all departments. JRS then took questions from senators concerning the likelihood that the recommendations will be implemented (seen as likely), how such ad-hoc committees are formed (this one was formed by Dan Myers from recommendations, including from the Senate), how the committee will deal with question 12 on the CIF (will set it aside and calculate means on this question separately), whether the biases noted would appear in the report (yes), and whether the report would be circulated to departmental CAPs (yes).
  - b. Search for Vice-President and Associate Provost for Innovation. This officer will run the IDEA (Innovation, Discovery, and Enterprise Acceleration) Center, a new entity in which all activities associated with intellectual property have been consolidated in one office. This search is well underway; at the time of the meeting, two of the three candidates on the short list had been interviewed.
  - c. Future invited guests: Eliot Visconti on digital learning initiatives (accepted); Diane Parr Walker on library renovations and other initiatives (accepted); Jack Swarbrick on football scheduling and well-being of student athletes (proposed); Hugh Page on the Honor Code (Proposed).
4. Presentation on Two-Step Login procedure by Ron Kraemer, Vice President for Information Technology. (Jason Williams, Director of Information Security, was also in attendance.) VP Kraemer explained that staff members had successfully been using the two-step login procedure since

December (2015) and that it would be rolled out for faculty in the coming weeks. The new system involves use of a username and password as well as a message or code that one receives from a second source, such as a cell phone, land line, or fob (available for purchase). After the initial login, the system will remember the user for thirty days if requested. All subsequent university logins (library databases, InsideND, etc.) are covered under the initial login. Faculty will no longer have to change their passwords, but will have to re-enroll every thirty days. This system is more secure than the present system, and protects from phishing scams and other types of intrusion. VP Kraemer explained that many institutions have suffered major intrusions from foreign governments seeking research data, and from members of organized crime seeking bank accounts and personal information. This system places one more step between the individual and the one seeking to steal credentials, and stops 85% of such attempts. Compromised accounts among staff members have virtually disappeared as a result of the implementation of this procedure. The open enrollment period for faculty will last from November 2016 until February 2017; at that point, OIT will contact faculty members who have not yet enrolled. Assistance and demonstrations will be provided by OIT. VP Kraemer also indicated that 85% of research institutions in the US either have implemented the two-step login, or plan to do so; 98% use the two-step authentication product available from Duo, which Notre Dame has also adopted. All have seen a downturn in the number of compromised accounts.

VP Kramer then took questions from senators:

Q: Could you explain the process, and explain what is Duo?

A: It is a two-step login process in which one can enroll various devices; Duo is the company that provides the platform.

Q: What about the problem of using a cell phone when traveling internationally?

A: One can purchase a fob that will generate a code; the fob does not require wi-fi to work.

Q: What about classroom computers?

A: These will not be enrolled; departments with computers in classrooms not controlled by the registrar should contact OIT to prevent enrollment of these machines.

Q: Is an e-mail code an option?

A: OIT has not used e-mail or texts.

Q: What happens after 30 days?

A: Faculty will be asked to perform the two-step login again; one can then tell the system to remember her/him for 30 days.

Q: What happens if one uses an office phone as the second source?

A: The system will call that phone, indicate that someone is attempting to log in to her/his account, and will ask for approval. If one does not approve, one can simply hang up.

Q: What if one is using one's computer in Europe, and logging in to a Notre Dame account?

A: For this it is best to purchase a fob, which will generate a pass code; the fob does not require wireless or an internet connection.

Q: Is it possible for the system to indicate where one is in the thirty-day period?

A: At this point it is not; when traveling out of the country, it is best to re-enroll and start a new thirty-day period.

Q: Can't both steps be stolen?

A: It would be very unusual to have both stolen.

Q: Will students be enrolled?

A: Students will probably be enrolled in Fall 2017.

Q: Should one get a fob if one is traveling abroad?

A: I have traveled to Rome and London and have not needed the fob, but have one as a "security blanket."

#### 4. Committee Reports

a. Benefits: Nasir Ghiaseddin reported that the committee spoke with Denise Murphy about the new overtime rule finalized by the U.S. Department of Labor, under which anyone making less than \$47,476 per year must receive overtime for hours worked beyond 40 hours a week. This rule change will affect many post-docs; either their salaries must be raised above the threshold, or they must be reclassified. Graduate students are not affected. JRS added that the National Labor Relations Board has ruled that graduate students at Columbia University are entitled to collective bargaining under the National Labor Relations Act, and thus should receive benefits, and that HR is looking at the issue. She added that post-doc work is by definition overtime, and that the National Science Foundation has been silent on the issue.

b. Administrative Affairs: Dan Johnson reported that the committee will examine multiple issues regarding SPF and their potential roles in the Faculty Senate; it is also considering allowing SPF to represent their departments in the Senate, and weighing the pros and cons. Various options exist for increasing SPF representation in the Senate; the committee will seek more information on this and will engage SPF on the issue, invite SPF to speak with the committee, and reach out to the SPF governing body. The committee will also consider the question of nomenclature for non-tenure-eligible faculty (the present system is unique to Notre Dame), and whether a more standard system of nomenclature should be adopted. The committee plans to bring proposals to the full Senate in spring 2017. In the brief discussion that followed, it was noted that quite a number of departments do not send a representative to the Senate; one senator asked whether departments are required to do so, and JRS responded that the Academic Articles simply indicate that departments "may have" representation.

c. Student Affairs: John Gaski reported that the committee continues to plan its agenda for the year, and will have something for the full Senate by March.

d. Academic Affairs: JRS reported that the committee presently has no chair, and has decided that committee members will serve as chair and as representatives to Academic Council on a rotating basis. Mary Ann McDowell (MAM) responded that this might not be a possibility; she will check the Academic Articles. JRS gave the committee an update on the progress of the CIF committee. The committee also discussed whether the Senate should send a representative to the Honor Code committee; that committee recently sent out a survey, which all faculty should have received. MAM asked if the Senate would make a formal response to the proposed revisions to the Core Curriculum; JRS indicated that the committee would draft a response, and that Academic Council would vote on the proposed changes in December.

#### 5. New Business: none.

The meeting was adjourned at 7:33 p.m.

Respectfully submitted,

Mary E. Frandsen, Associate Professor of Music  
Co-Secretary