

**Executive Committee Minutes**  
**Faculty Senate**  
**September 27, 2021**

The Faculty Senate Executive Committee met remotely on Monday, September 27, 2021 at approximately 3:45pm via Zoom.

**PRESENT:** R. Bishop-Ross, R. Crosby, V. Grabeel, M. Johnson, L. Jones, L. Kay, J. Marion, S. McGuffin, G. Spira and special guests Bryan Makinen, Haley Norberg, and Sara Zeigler.

**APPROVAL OF MINUTES:**

Senator Grabeel moved approval of the August 30, 2021 minutes as written, seconded by Senator Johnson. Motion carried unanimously.

**REPORT FROM THE PROVOST: Sara Zeigler**

The deans and I met about position requests for faculty lines on September 14<sup>th</sup>. The deans submitted rankings to me both in terms of the rankings within their college requests and overall rankings in an anonymous survey for the latter. I reviewed all of those, went through all the position requests again, and sent those materials back out to the deans today. So, the deans currently have a list of all approved positions and all of the positions that are being held for spring consideration. The deadline for the spring round of funding will probably be in mid-February. All of the positions that are on the approved list are ready to go and can be posted. For spring consideration, no further process is necessary for those positions. So, if any of you had to be involved in drafting some of those documents, they do not have to be redrafted for the spring batch.

Faculty have been asking questions about what to do with their class if a student reports that she or he is covid positive. If the class was one in which there was reasonably good mask compliance and where there's reasonable distancing of three to six feet, the class should be okay to continue as scheduled. If faculty have questions about how to manage a class or how to follow up on a report, the first point of contact is Sharon Lee. Any questions that she can't answer she can get to me, Bryan Makinen or Jeremy Mulholland.

As you may recall, last year in August, 2020, we provided guidance for flexibility in how we evaluate portfolios of candidates whose work may have been affected by covid. As we are still in pandemic conditions, those guidelines have been extended with only a change in the dates for people who might want to extend the tenure clock and also to extend the effectiveness date for another year. Then, we'll reevaluate at the end of this year. We are cognizant of what faculty have had to do, the burden that all of this has placed on them not only professionally but personally; and, we don't want anyone's progress toward tenured promotion to be derailed by conditions well beyond their control.

**GUEST SPEAKER:**

- *Streamlining process for reporting problems with vendors – Bryan Makinen*

Aramark is committed to meeting quality expectations with their staff (custodial and other physical plant-type employees) and providing excellent service to the university community. At this time, most of the custodial staff are moving to second shift to provide deep-cleaning services in off hours with a porter service available during the day to attend to bathrooms and other high-end areas. If there are issues in any of the areas, please either email [custodial.grounds@eku.edu](mailto:custodial.grounds@eku.edu) or call 622-5069. If there is an emergency after 9pm, please contact Facilities Management at 622-2966. A process to streamline how issues are reported is in the works and should be available soon.

**NEW BUSINESS:**

- *Policy Updates – Haley Norberg*
  - *Policy 4.2.1 – Academic Credit*

Ms. Norberg stated that Policy 4.2.1 is a combination of five academic credit policies. By combining the documents into one resource, it provides easier access for students and faculty. An accompanying memo was also shared which detailed the changes made and how it would be implemented. This will be standard practice going forward so that the process is more transparent for our university community.

Ms. Norberg encouraged everyone to log into ECU Direct and click the box to acknowledge the annual statement about our policies and regulations which our employees are bound by.

- *Discussion Items*
  - *Covid Resolution Debate*

Chair Crosby shared a draft of the covid resolution which the Welfare Committee and the Rights & Responsibilities Committee worked on together. The XC was in agreement to include the proposed resolution on the October Senate agenda for discussion and action.

- *Announcements*

The Executive Committee approved Jenna Smith, SGA President, as a tentative guest speaker for the October Senate meeting.

**REPORTS:****Standing Committees:**

- *Academic Quality Committee – Senator Kay*

The committee met earlier today to review their charge to assess instruction on campus, including e-Campus, and have asked for clarification on the charge.

Senator Kay noted that in the last few years, the AQC did a report on e-Campus and suggested that may be a good place to start by reviewing that report. The committee may be able to update that report rather than reinventing the wheel.

- *Budget Committee – Senator Grabeel*  
The committee met last week. Chair Yow plans to meet with the Budgets and Finance Director later this week to discuss the online financial documents that were shared with the committee.
- *Elections & University Nominations Committee – Senator Spira*  
The fifth member of the committee was just elected at the last Senate meeting. The chair is still juggling times to schedule the meetings for the year. That information will be shared when available.
- *Information Technology Committee – Senator McGuffin*  
The committee met on September 10. Senators Alvarez and Hight were elected to serve as co-chairs this year. The meetings this year will be held on the Friday before the Monday Senate meetings.

The committee asked for clarification on the type of information to include on the library survey. Chair Crosby noted that this was a charge that was listed on last year's charges. If the committee feels the charge was completed to satisfaction last year, there's no need to re-do it. Senator McGuffin stated that she will bring that up at their next meeting and report back.

- *Rules Committee – Senator Bishop-Ross*  
The committee met last Monday. Senators Bishop-Ross and Kay were elected to serve as chair this year. As most of the committee is new this year, a great deal of the meeting was spent reviewing the types of things the committee is usually charged to work on.

One charge held over from last year was the update to Part 7 in the Faculty Handbook which includes the addition of definitions for the different types of faculty. Senators Bishop-Ross and Kay met with HR last May to get clarification on the different types of faculty. The co-chairs plan to have a draft document of Part 7 to share with the committee at their next meeting.

#### **University Committees:**

- *Late Withdrawals Due to Extenuating Circumstances – Senator Jones*  
Senator Jones had volunteered at the August XC meeting to serve as Faculty Senate representative and XC liaison. As a point of information, she shared that the committee was recently disbanded and late withdrawals are being handled by the Registrar now.
- *General Education Committee – Senator Kay*  
The committee has met once so far this semester. The chair put forward a proposal to change the membership of the committee so that it was basically proportional to the size of the colleges. So, some would lose seats while others gained. After discussion, it seemed that most people were not inclined to change

things. The chair has since sent out a new proposal. It looks like a faculty senate representative is still listed on the new proposal, as well as two representatives per college, plus one for Math and Stats and one for English. Additional information will be shared as it becomes available.

**Other:**

- *Senate Chair's Report - Senator Crosby*  
I attended my first Board meeting as Chair of the Faculty Senate and provided an update.
- *Faculty Regent's Report - Senator Marion*  
The most important highlight from the last Board meeting was that our freshmen enrollment rates are the highest in seven or eight years. However, we still continue to wrestle with flat enrollment, as we have fewer juniors and seniors from the years of lower enrollment. Retention is still on track. The financial position was presented as being okay. So much so that the Board approved the acquisition of approximately 300 acres of property adjacent to the university's Meadowbrook Farm for a purchase price not exceeding \$2.5 million. In addition, a draft of the strategic plan was shared with the Board.

The president's evaluation is still on-going. The faculty survey will be available until just after fall break.

**ADJOURNMENT:**

The meeting adjourned at approximately 5:30pm.