

Executive Committee Minutes
Faculty Senate
November 22, 2021

The Faculty Senate Executive Committee met remotely on Monday, November 22, 2021 at approximately 4pm via Zoom.

PRESENT: R. Bishop-Ross, R. Crosby, V. Grabeel, M. Johnson, L. Kay, J. Marion, S. McGuffin, and G. Spira.

ABSENT: L. Jones*, S. Zeigler*

** Denotes notification of absence*

APPROVAL OF MINUTES:

Senator Grabeel moved approval of the October 18, 2021 minutes as written, seconded by Senator McGuffin. Motion carried unanimously.

NEW BUSINESS:

- *Faculty Regent Election (Criteria, Sample Petition Form, and Timeline)*

Senator Spira introduced the criteria, sample nomination petition form and timeline for the spring Faculty Regent election process. The XC was in agreement to include the materials in the December Senate mailing.

Senator Spira stated that the Elections & University Nominations Committee had several questions for the XC.

1. Would it be acceptable to use a Google form to collect the signatures for the nomination petition form rather than by a hard copy word document?

Answer: The XC agreed that, given the changes in technology, using google docs should be acceptable.

2. Are there two separate forums in the spring which all candidates participate in?

Answer: Traditionally, there are two forums scheduled to allow for greater participation from faculty. All candidates participate in a panel discussion at both forums so that each candidate has an opportunity to respond to questions received from the audience.

3. Should the forums be in person, via Zoom or other virtual platform, or a hybrid mix?

Answer: In the past, the forums were in-person and the sessions were live-streamed on YouTube to the campus community. The XC suggested that a hybrid approach would probably work best in the spring. Be sure to book a large venue for the in-person sessions, such as the Whitlock Auditorium. By choosing a hybrid approach, if Covid numbers increase in the spring and in-person is no longer an option, everything will already be setup for a virtual platform. Also, be sure to appoint a moderator to assist with in-person and virtual questions. Contact IT for help in coordinating the sessions.

- *Discussion Items*

- *Spring Meeting Location for Executive Committee and Faculty Senate*

After lengthy discussion, the XC decided to continue with meetings via Zoom during the spring semester.

- *Recent Discussions with the Provost*

Chair Crosby noted that Provost Zeigler has been asked to provide statistics for the number of full-time faculty lost through attrition, whether by resignation or retirement. Dana Bush has also been asked to discuss the issue with the chairs to get at least some anecdotal information to share with us.

Senator Spira inquired about the status of President McFaddin's evaluation. Regent Marion stated he will be compiling the student, staff, and external relations reports which will then be shared with the Board chair. The Board is responsible for the final evaluation.

- *Change in Approval Process for Curriculum at Council on Academic Affairs*

The CAA approval process has recently changed. Minor changes approved by the colleges are immediately implemented. More substantial items are submitted to CAA for approval. Only items that directly affect the program catalog are forwarded on to the Board of Regents. Associate Provost Wies would like to follow the same procedure for materials submitted to Faculty Senate. The XC was in agreement to try the same process used for the Board. If that seems inadequate later, the issue can be revisited again. In the meantime, the senate-appointed representative on CAA can always suggest bringing a specific item to Senate if it directly affects academics or the possible loss of programs or faculty positions.

Guest Speakers for December Senate Meeting

The following speakers were approved:

- Beth Polin – Faculty Advocate
- Jenna Smith – Student Government Association

REPORTS:

Senate Standing Committee Liaison Reports

- *Academic Quality Committee – Senator Kay*

After receiving clarification from the Executive Committee on the assigned charge, the committee is focusing on the growth of online instruction. Senator Kay made a footprints request that gathered data on all the course formats used over the past few years. She and Senator Brent plan to summarize the data received. In addition, Rusty Carpenter and Tim Matthews were also contacted to provide information on any related survey data that may exist from the last few years. After all available information has been gathered and compiled, a faculty survey may be developed, if further information is needed.

- *Budget Committee – Senator Grabeel*

The Budget Committee is working on the assigned charge. Senator Yow met with Barry Poynter and received five years' worth of data which is being condensed into a summary report to be presented to Senate by February.

- *Faculty Welfare Committee – Senator Jones*

Senator Jones was unable to attend the meeting. Chair Crosby noted that the information the committee requested on faculty compensation for the past few years has been shared with them.

- *Information Technology Committee – Senator McGuffin*

The committee is collaborating with the Library to create a survey which explores the current faculty use of streaming videos.

- *Rules Committee*

The committee met last Monday to begin revisions on Part 7 of the Faculty Handbook. Senator Kay noted that the committee is still working on the different definitions of faculty to include.

In addition, the committee is discussing the term “faculty at large” and whether the term should still be used in Part 7. If the term is retained, who is included in that definition? Should adjunct faculty be included? It should be noted that when items are posted for the faculty-at-large to review and approve, if adjuncts are included in that definition that could make it much harder to reach the 10% goal needed to trigger a face-to-face faculty-at-large vote if there is opposition as adjuncts typically choose not to participate in activities outside of their teaching responsibilities.

Senator Kay suggested that section 8 which discusses how to trigger a petition could be re-written to specify full-time teaching and research faculty, if adjuncts are included in the “faculty-at-large” definition.

Regent Marion recommended that if adjunct faculty are included in the “faculty-at-large” definition, section 8 on triggering the petition be expanded to include language that adjunct faculty do not count towards a quorum. If quorum guidelines are specifically stated, then Roberts’ Rules of Order do not have to be followed.

Senator Bishop-Ross announced that a note was sent out to standing committee chairs recently to review and update internal procedures by January 31. A couple of committees have already responded. Updates will be compiled in the spring semester and forwarded to the Senate for approval.

- *Ad Hoc Committee on OERs – Jason Marion*

Chair Kelly Smith has drafted a document to create an Open Practices Committee (OPC) which would provide guidance, or some oversight relay regarding all things open access, including the provision of free textbooks to the students. The committee would be housed in Academic Affairs and include representation from faculty, staff, the administration, and student government. If approved, this would replace the current Ad Hoc Senate Committee on OERs.

- *General Education Committee – Senator Kay*

The committee is meeting tomorrow.

- *Faculty Regent Report – Jason Marion*

Regent Marion recently attended an annual Chautauqua idea-thinking meeting. One thing discussed was the opportunities available several years ago for faculty interaction outside of the lectures. The group would like to provide more opportunities for faculty interaction going forward, if funding is available to support those activities. The Faculty Club might be a good location for future gatherings.

The next Board meeting is December 9th. Items on the agenda will be similar to those covered last December.

ADJOURNMENT:

Senator Grabeel moved to adjourn, seconded by Senator McGuffin.