September 4th Faculty Senate Meeting Minutes

Opening

Call to Order 1:03pm

In Attendance:

- Approximately 225 individuals attended the Faculty Senate meeting. The "Teams"Meeting attendance posted approximately 374 attendees however, there were duplicates on the list because of individuals entering/exiting the meeting.
- Julian Smit, Chair Elect; Arnold Bell, Past Chair; and Maria Schellhase, FS Chair

Senators Present:

- Adrian Havas
- Valerie Conner
- Katherine Baker
- Dorthia Daudier
- Glen Hortizuela
- Robert Bay
- Rebecca Blunk
- Sondra Cosgrove
- Charles Milne
- Karen Hyman
- Staci Walters
- James Harvey
- Jeffrey Fulmer
- William Neff
- Michael Schoenberger
- Darryl Raiford
- Regina McDade
- Jim Matovina
- Joseph Miller
- Melissa Giovanni
- Lorraine Brown
- Philip Koch
- Joann Gutschick
- LaDella Levy
- Jacob Bakke
- Jim Matovina
- Denise Gustafson

Senators Absent: (none)

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Chair Schellhase welcomed Faculty Senate back and provided her email and cell information for contact.

- She reminded all that it was important to speak up, ask questions, and voice concerns. It also matters to share successes and good things.
- There have been a lot of moving parts with COVID and it is important to be informed and chart the course together.
- The meeting schedule for fall semester was shared and is posted online
- Reviewed the Canvas portal that was set up for Senators to sign in and also for voting (Josh Levine verified that a quorum was present today currently with 22). Number increased throughout the meeting.

Action items:

- September Agenda was approved unanimously (22 votes)
- May 8, 2020 meeting notes approved unanimously (24 votes)
- Current Senate Committee Chairs and Committees approved unanimously (26 votes)
- Elections for Contingent Senators – the Senate heard from most of the nominated contingents, which included Abraham Amaya, Mathew Bentz, Alicia Briancon, Dondi Brower, Tamara Darden, Jermaine Dykes, Andrew McCarthy, JoAnna Romo, Eugene Shapiro, Kirk Taleb-Deen, and Gail Thomas). There were 11 contingent candidates.
- Alicia Briancon and Andrew McCarthy were voted as the Contingent Senators for fall.
- Chuck Milne was unanimously voted by voice vote as Parliamentarian
- Maria asked for anyone interested in being the Secretary – there were no volunteers

GUESTS:

- **President Zaragoza – Presidential Update**
  - Welcome back and congratulations to all new group Chairs (Maria Schellhase FS, Karli Kelly ASCSN, Shuntel Ownes-Rogers Classified Council, Ashley Snipes AFA, and Luis Ortega, NFA).
  - Thanked all for participation in Fall Convocation – best ever!
  - Talked about changing environment for safety – 90% online, enrolments went from 10% up to 12% down but are expected to increase with work with students and dual enrolment.
  - CSN beacon of hope after pandemic - there are 30 short-term programs (6-9- months) being provided and in demand.
  - 24 million in budget cuts that have successfully been identified. However, this could repeat and onetime funding will not be available again leaving a possible gap of 17 million if similar cuts are asked.
  - Board approved the Strategic Plan
  - 1 of 82 employees are CSN alumni
  - Congratulations on NFA collective bargaining agreement
  - Some Care Dollars to be used for first time student new computers for virtual success
  - Acknowledged the work on shared governance and said it has been productive with positive results.

- o Noted changes in Cabinet - with budget remaining neutral
  - Margo Martin to College Effectiveness (using funding from unused position)
  - Interim VPAA then national search to begin in early spring
  - Diversity upgrade to Cabinet and combined with Chief of staff which is an NSHE model
  - Marketing and Communication moved under Mugunth
- o 2.9 title 5 grant in works for 5 years.

- **Karli McFarling-Kelly – ASCSN Update**
  - o Shared her bio and happy to have a seat at the table
  - o Goals
    - culture of enrichment and improving achievement gaps
    - Use of social media for student experience
    - Getting answers for students
  - o Question - Has the club process had changed. Response – will send an email with information
- **Ashley Snipes and Nancy Webb - AFA update**
  - o Leadership of AFA is in transition – Lenita "Nikki" Hughes taking over on Oct 1st as Chair with Nancy Webb as Chair Elect
  - o Goals
    - AFA/FS collaboration – reminder that FS does represent AFA
    - Finding AFA voice
    - Shared Governance

- **Shuntel Owens Rogers – Classified Update**
  - o Will address in October

- **Luis Ortega – NFA Update**
  - o There will be a CBA newsletter every month
  - o Spoke about PT increase and that IU's were part of negotiation
  - o Neglect to low enrollment - Looking at class size for online increase if comments email Terry Jones
  - o Intro of NFA committee (Stacie Walters, Jill Acree, Steve Sotz, Amin KM, Emily King, David Hanley-Tejeda, Andrea Brown)

- **Break**

- **Chair Report**
  - o Review of FS Webpage – a lot of time and dedication special thanks to OTS and Joe Miller and Wilson Quizon
  - o Components
    - Faculty resources to include needed forms
    - Senate resources
    - Monthly focus videos
    - NFA contract issues
    - Support posting for public comment

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- ▪ Should be up and running soon. Pictures can be changed
  - o Acknowledgement of Service
    - ▪ 90 faculty came in off contract to help on hiring committees
    - ▪ Work on syllabi repository
    - ▪ Work with rick Marks on project page for policies so it is easy to see at any time were things are in the process
  - o Presidents evaluation –
    - ▪ Granted 4 year contract
    - ▪ Given improvement directives -Maria has report if questions
  - o Summer budget committee
    - ▪ 150 ideas of cost savings and revenue creation
      - • One being saving of printing cost with Tenure binders

- **Sondra Cosgrove – AB3 Update**
  - o Was FS Chair in last economy fail and we are in better position than 2008
  - o Assessment and review process already in place get involved for next session
  - o Already prepared to make sure all stake holders are at the table
  - o Workforce Development such as healthcare, tuition stream, are more stable

- **Chuck Milne – Overview of Roberts Rules of Order**
  - o Use is dictated in the bylaws
  - o A cheat sheet of functions has been sent out in email

- **Jim Matovina – Tenure Resolution**

RESOLUTION ON TENURE APPLICATIONS DURING THE PANDEMIC CRISIS

Faculty applying for tenure during the pandemic crisis should not print or otherwise create their application and supporting materials in physical form for submission. Instead, all tenure related materials must be submitted in an electronic format mutually agreed upon by the applicant and their supervisor.

A personal Canvas shell for the supporting materials can be acquired by emailing a request to the Office of eLearning (terry.norris@csn.edu). Once an individual's Tenure Committee is formed, the members can be added to the shell to ensure documents, such as letters of support sent to committee members, can be added to a module for further review. Once the application and materials are submitted to the supervisor, that supervisor and all other subsequent evaluators can be added to the Canvas shell for review purposes. Alternative digital media platforms should allow for similar functions.

The Tenure Application and the Report and Recommendation on Tenure crafted by those evaluating the applicant shall be completed in a Word document (or PDF) and emailed through the chain of command, and shall be confirmed at each stage with email verifications in lieu of signatures.

- Discussion
    - Policy already allows for digital
    - Encouraging future submissions to all be digital
    - Idea had overwhelming support from HR and General Counsel
    - A few Senators expressed constituent concerns about this directive coming so late and work had already been done on completing binders. If the resolution passed could an extension be granted for submission? Response – did not have a problem but it should not take that long to transfer and there should be enough time.
    - Suggested option to submit completed binder if agreed on by supervisor and committee.
    - Motion to discuss proposed by Melissa Giovani and Chuck Milne
    - Comments
        - Many Senators preferred the language strongly recommended or encouraged rather than mandatory
        - Policy is clear – resolution contradicts the policy
        - Reminded that a resolution was not a policy it is a recommendation to the President.
        - Question – what is NSHE position. Response – GC had no objections
        - Comments on the binder route being unsafe in COVID
    - Motion by Karen Hyman and Julian Smit to vote on changes – motion passed no objection (changed resolution posted on Canvas shell)
    - Vote was unanimously passed to approve the resolution
    - Comment that it would be up to the Chair to implement

- **Lorraine Brown – Update on E-Learning Policy**
    - Reminded the policy was in draft form and strongly recommended it be moved forward
    - Question on use of QM pulling power away from departments
    - Item D refers to North west Commission standards
    - Email feedback to Lorraine so committee can discuss

- **Darin Dockstader – Academic Standards Policy**
    - Asked if people wanted to strike both prolonging students loans and visa of international with degree grant
    - Some response to strike both – except it can create loop holes
    - Email feedback to Darin so committee can discuss

- **The Consensual relations Policy, Lead Librarian Policy and Shared Governance Policy are all in process with General Counsel**

- New Business

- o Alok Pandey – Travel
    - Virtual conferences are still taking place
    - Department budgets have been cut
    - Travel committee does have funding to support registrations
    - Mary Kaye Baily said there is a limitation with the current policy that does not support this
    - Request to bring resolution to make this possible
  - o Discussion of presented resolution to clarify purpose. (resolution posted on Canvas Shell)
  - o Karen Hyman and Chuck Milne moved to action
  - o Passed unanimously with 17 responses

- **Meeting Adjourned 4:45 pm**

- **Next meeting Oct. 2nd – virtual – 1:00 pm**