

Faculty Senate  
Meeting Minutes  
September 10, 2021  
Zoom Meeting

1. Call to Order by the Speaker at 2:01 p.m.

Attendance:

Senators		Senators	
Bernhardt, Ross	X	Johnson, Philip	X
Bippert, Kellie	X	Loika, Elizabeth	X
Bird, Chris	X	McNamara, Mark	X
Bonnette, Randy	X	Metcalf, Emily	X
Britt, Sean	X	Pattison, Dale	X
Changchit, Nikki	X	Perez, Miguel	X
Dinkens, Shelly	X	Pletcher, Bethanie	X
Edwards, Davey	O	Rangel, Pablo	X
Ekici, Celil	X	Rao, Mohan	X
Greene, Pam	X	Schuchs Carr, Isla	X
Hernandez, Patricia	X	Waheeduzzaman, Abu	X
Hollenbaugh, Michelle	X	Zhao, Chang	X

Ex-Officio Visitors/Guests	
Clarinda Phillips	Sharmeen Ahmed
Andy Piker	Ed Evans
Brenton Day	Kevin Houlihan

2. Approval of Agenda

- a. Motion: Senator Johnson
- b. Second: Senator Rao
- c. Discussion - None
- d. Vote – Motion passed via electronic vote.

3. Approval of August 20 minutes as corrected

- a. Motion – Senator Metcalf
- b. Second – Senator Hernandez
- c. Discussion - None
- d. Vote – Motion passed via electronic vote

4. The Speaker shared news regarding LaNiece Tucker (Administrative Assist.) new baby – Jeanna.

5. Introduce and welcome to Ex-officio members and guests

- a. All ex officio representatives may address the Senate from the floor.

6. The Speaker gave a reminder about Robert's Rules of Order and parliamentary procedures:

- a. To be recognized by the speaker, raise hand button in Zoom (don't forget to lower your hand after you've spoken)
- b. Keep comments to 3 minutes

- c. Once an individual has spoken on a topic, that individual must wait until others who wish to speak have spoken before speaking again on that topic
  - d. Be judicious with the chat function and use it sparingly; it is most beneficial for dropping links; it is difficult for the Speaker to keep up with chat and run the meeting and listen intently to the dialogue
  - e. Visitors
    - i. Visitors may attend Senate meetings unless the closure is invoked, but they may not address the Senate unless invited to do so by the Speaker. Visitors shall be seated in a designated area.
7. Four Agreements Quote for the Day: *It is always better to ask questions than to make an assumption because assumptions set us up for suffering.*
8. Guest Speaker
- a. Andy Piker, Ombuds Report and description of the Ombuds position. Dr. Piker made his written report available and highlighted the role as one of informal conflict resolution. The Ombuds reports to Faculty Senate and the Provost. Dr. Piker is currently expecting this to be his last year to serve and is working to generate interest by others who might want to serve. He addressed the ongoing demand for this role.
  - b. Applications are initially submitted to Faculty Senate for review and recommendations are then forwarded to the Provost for a final decision. The Provost indicated the successor would be sent to training.
9. Speaker's Report
- a. COVID
    - i. Vaccination marketing campaign currently airing
      - 1. WHY - NUECES KNOWS #1  
LINK: <https://www.dropbox.com/s/ccm25x9kjgbvp6v/WHY%20-%20NUECES%20KNOWS%20%231.mov?dl=0>
      - 2. WHY - NUECES KNOWS #2  
LINK: <https://www.dropbox.com/s/gmqmtz90o8w2t6s/WHY%20-%20NUECES%20KNOWS%20%232.mov?dl=0>
      - 3. WHY - NUECES KNOWS #3 SP  
LINK: <https://www.dropbox.com/s/s6upt52xem1sk4w/WHY%20-%20NUECES%20KNOWS%20%233%20SP.mov?dl=0>
      - 4. Faculty are encouraged to share with students
    - ii. Vaccination incentive campaign – for students only
      - 1. Will begin after the testing period, which was scheduled to end September 10, but will be extended for additional days.
    - iii. Case counts on website include daily testing numbers
    - iv. Each day, Provost contacts Registrar to see if there are clusters of positive COVID cases (4-5% threshold) in certain classes; if this is the case, class can go remote
    - v. Board of Regents has made it clear that they do not want our University to go remote
    - vi. A question was raised about the university furnishing face shields for faculty. The university does not currently plan to provide the face shields.
    - vii. Other COVID concerns

1. Faculty have expressed desire to receive more frequent communication related to specific protocols and reporting of COVID case numbers.
  - a. The President's message 9-10-2021 indicated a positivity rate of less than 1% from on-campus testing. The COVID case numbers continue to be updated on the university website.
2. Instructors are requesting clarification of "online" teaching and desire approval to make accommodations for students who are ill or quarantining; Faculty also would like clear guidance on what to do if they are ill or quarantining, especially if teaching remotely may not be possible
  - a. Faculty should accommodate individual students if they are ill or quarantining, which may include making the course accessible online if appropriate (although faculty are not required to teach the course via multiple modalities at the same time). However, faculty cannot insist that students stop coming to class (or move the entire class online) because there have been positive cases reported in the class. Because the Provost monitors daily the number of positive cases and whether there are multiple positive cases in a single class, she will communicate with the appropriate dean if the entire class needs a change in modality.
  - b. As the COVID email notification indicates, students and faculty can reach out to university health professionals if they have questions. Faculty do not need to be experts on COVID transmission when we have qualified health professionals that are providing support.
  - c. As with any illness or life circumstance, if faculty members are unable to teach their classes, they are to communicate with their chairs to identify a solution. Department chairs and deans have worked through these situations in the past.
3. Are there systems in place to assure that students are following the guidance given on quarantining and self-isolating? Are there consequences for students not following the guidance given on quarantining and self-isolating?
  - a. There is a student conduct process to manage students that do not adhere to the university procedures.
  - b. If a student discloses to faculty they have tested positive, faculty should remind the student of the required reporting. Faculty can report a student and the case management process will provide follow-up.
4. There are concerns about creating a seating chart for large classes.
  - a. Seating charts are not mandatory. If the Registrar's Office does not have a seating chart, they will continue to notify the entire class as is the current practice.

- viii. CARES funds – 5,500 students have received direct support – also, money has been spent on IT upgrades and HVAC
- ix. Provost indicated she will poll faculty and staff to find out vaccination rates
- x. COVID impact survey on faculty scholarship, teaching, and service
  - 1. Senators Bippert and Zhao are working with CPIRA representatives Glanc and DeGrande
  - 2. Provost said this is under continuing discussion in Dean’s Council
- b. Dual Career Partner Program
  - i. Guest speaker(s) expected at the October 8 meeting
- c. Chancellor’s visit
  - i. Details will be forthcoming along with a calendar invitation. October 5 is still the anticipated date for the visit.
  - ii. Senators were asked to add questions to the Google doc link sent by the Speaker to Senators last week.
- d. Merit
  - i. A Merit adjustment of 2% or 3% is coming, depending upon enrollment.
  - ii. Timeline for the adjustment: Mid-year.
  - iii. There will be new NOA’s.
- e. CUPA data
  - i. The Speaker has access to these reports and will follow up to gain further training on how to access the information.

#### 10. Old Business

- a. Student Government Association (SGA) President
  - i. The Speaker met with William Whitworth, the SGA President.
  - ii. He is excited about the University Faculty Senate Resolution on Student Engagement in Response to the Pandemic. There will be plans to work with SGA and other organizations around campus to implement a masking and vaccination campaign.
  - iii. The Speaker will check in with Whitworth after he meets with SGA to see what is being planned.
  - iv. Whitworth will attend the September 29 Faculty Senate Executive Committee meeting. He is unable to attend the full Senate meeting on October 8. He said he plans to send a short video that details what SGA is working on in terms of a campaign that Faculty Senate can view during the October 8 Senate meeting.
  - v. The Speaker and SGA President also discussed checking in throughout the year to see how SGA and Faculty Senate can work together in other ways that benefit students. The Speaker identified the importance I think it’s of faculty having a pulse on students’ perspectives.

#### 11. Committee Reports

- a. Academic Affairs – Senator Britt
  - i. Introduced 171 proposals from COSE, CLA, COB, and the former University College. The Academic Affairs Committee will review before the September 24<sup>th</sup> meeting of the University Curriculum Committee. Voting by Faculty Senate should occur at the October 8 meeting. The I-drive will be used to post items for review.

- ii. Catalog Review Workflow calendar is now posted on the Academic Affairs website.
- iii. Committee on remote instruction – Senator Britt explained the purpose of this committee. One goal is to have all core courses online. There is a team effort to strategize for success.
- b. Awards, Bylaws, & Elections – Senator Hollenbaugh
  - i. New CLA Senator, Dale Pattison was introduced.
  - ii. The committee is working with Amy Aldridge-Sanford on the Regents Professor Award – great ideas about enhancing the process.
  - iii. At the next meeting of Faculty Senate, an appeal from the senators who are in the Department of Interdisciplinary Studies Senators is expected.
  - iv. The call will go out for the First Year Islander Advocate Award.
- c. Budget Analysis – Senator Ekici
  - i. Send Senator Ekici suggestions/questions/concerns regarding budget issues prior to 9/29 Budget Advisory Committee (BAC) meeting
  - ii. COVID funds will be one topic of interest for the BAC.
- d. Committee on Committees – Senator Hernandez
  - i. A representative from COB is needed on the Academic Affairs Committee. The representative needs to be a senator who is not already serving on the Faculty Affairs Committee.
- e. Faculty Affairs – Senator Johnson
  - i. Meeting with Kevin Houlihan to start the year.
  - ii. Kevin Houlihan reviewed the meaning of the numbers of the policies, procedures, and rules.
  - iii. Introduce policies
    - Expected to be voted on at the Oct. 8 Faculty Senate Meeting:
      1. 33.99.04.c0.02 Promotion of Faculty Members
      2. 12.01.99.c0.01 Academic Rank Descriptors
      3. 33.99.99.c0.02 Performance Reviews of Faculty Members
    - Expected to be voted on at the Nov. Faculty Senate Meeting:
      4. 12.06.99.c0.01 Post-Tenure Review
      5. 32.01.01.c0.01 Complaint and Appeal Process for Faculty Members (one paragraph only)
    - Also expected to be ready to be voted on in November:
      6. 33.99.99.c0.03 Academic Department Chairs (add interim)
      7. 33.99.03.c0.02 Performance Reviews of Academic Administrators (add interim).
        - The importance of senators reviewing all of these items and sharing them with constituents was strongly emphasized.

## 12. New Business

- a. ECDC – The Speaker invited others who might be interested to partner with her.
  - i. Barriers to research
    1. External research office is in CCISD.
    2. No research in March, April, May due to testing in CCISD.
    3. Currently, it is difficult to gain access to conduct research in the ECDC due to CCISD’s stringent external research guidelines and the point of contact in that office.

- ii. Teaching is limited to scripted curriculum enforced by CCISD
  - iii. The Speaker indicated her interest in exploring ways to make the ECDC more a part of our Island campus community, including making it available to pre- and practicing teachers and counselors as a lab school, open to observations and innovative teaching and learning.
  - iv. There are faculty across campus who would like to utilize the school as a research site. The idea of sending a survey was raised.
- b. The possibility of moving Faculty Senate meeting time permanently to 1:00-3:00 p.m. in spring 2022 and beyond. The hope is for faculty senate to meet in person later in the fall 2021 and in the spring 2022. Specific plans will be coordinated with Ms. Tucker upon her return, September 27 to see if room reservations can be altered. If there is room availability, there will be call for a motion and vote at the October 8 Senate meeting.

### 13. Liaison Reports

- a. CPIRA – Senator Ekici: no report at this time.
- b. IT – Ed Evans:
  - 1. There were no findings in the general IT audit. The system looks across campus. He expressed his appreciation to all.
  - 2. Distance Education and Learning Technology transitioned during the summer and now both report to the Dean of University Libraries, Dr. Catherine Rudowsky.
  - 3. Zoom was used in classes during the summer. Zoom and Microsoft Teams platforms are available. WebEx will no longer be available after January 31, 2022.
  - 4. There are delays in receiving computers due to the worldwide shortage of chips. It may take as long as four months for a computer to arrive.
- c. Staff Council (SC) – Brenton Day
  - 1. Blues Days Tuesdays T-shirts will be sold to raise funds for the Dorothy Yeater Scholarship.
  - 2. SC is partnering with student organizations to clean campus grounds.
  - 3. There will be a campaign to reduce single use plastic items on campus.
  - 4. On October 29 there will be a “Break in the Day” Halloween party. More details will be coming.
  - 5. SC is working with the library to provide an introduction to resources.

### 14. Provost’s Comments

- a. Sandra Martinez is out on FMLA, resulting in some delays etc.
- b. The Islander Advising Center is up and running as part of Equitable Outcomes for Students.
  - 1. There is a change in advising related to First Time In College (FTIC). The first two semesters, FTIC students are advised by an advisor at the Island Advising Center.
- c. STARFISH – 5<sup>th</sup> week progress reports: Faculty are asked to select only one item as the primary concern.

- d. End of Semester Course Evaluations: The committee for evaluating and revising the end of Semester Course Evaluations is up and running. A survey for faculty has been sent in Qualtrics.
- e. ACUE: The full course and two courses for micro-credentials are being offered. The full course is primarily for newer faculty.
- f. COVID – the Provost reiterated the intent to extend COVID testing and an incentive program to encourage students to get vaccinated is expected. She also emphasized it is the Dept. Chairs who decide how courses are taught. Faculty members should consult their chairs in the event of illness etc.
- g. The University Strategic Plan will be coming soon. Resources will be allocated for the high priority tasks.

15. For the good of the order

- a. Purpose of good of the order
  - i. Share upcoming events (reminders, too) – arts, sports, faculty professional development, other opportunities
- b. End of Semester course evaluations survey – emailed September 9. Encourage constituents to respond.
- c. Hispanic Heritage Month begins September 15. It is important to promote the activities.
- d. The Theater Department will have a full season of live theater, beginning September 28 with CONVENT.
- e. Additional questions were raised related to COVID. The Provost reiterated the parameters available, including strongly encouraging vaccinations, encourage understanding why everyone should protect themselves and others.

16. Adjourn: Senator Britt made the motion to adjourn at 4:01 p.m.

*Pamela K. Greene*  
Submitted by Pam Greene  
Faculty Senate Secretary