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Indiana State University

Faculty Senate, 2020-2021

**Executive Committee**

September 15, 2020

3:30 p.m. via Zoom

Members present: L. Brown, M. Chambers, L. Eberman, J. Gustafson, R. Guell, T. Hawkins, C. MacDonald, V. Sheets

Absent Members: K. Yousif

EX-Officio Present: President D. Curtis, Provost M. Licari

Guest: B. Butwin, A. Waite, D. Selman, B. Lower, M. Hare

1. Administrative Reports
2. President Curtis
3. Good Afternoon. I would like to start with letting everyone know that we have finished our post exit interview with the Higher Learning Commission (HLC). I would like to give a resounding thanks to everyone involved. Susan Powers, who is capable and passionate, did great work. In the past the HLC gave insight during the post exit interview but that is no longer what happens.
4. We have finished the first presentation for the budget process to ICHE. During this presentation we requested money for the renovation of the Annex in the College of Technology. This building doesn’t have a name so this creates an opportunity for fundraising. After our presentation, IVY Tech presented theirs. Some of the issues presented by colleges were performance funding and COVID challenges. At this presentation, ISU was the only college that stated that during these times performance funding would not be beneficial to colleges across the state.
5. Nancy Rogers is collecting information to update the dashboard starting on Friday. We will be adding trend data to the dashboard. At this time the data is showing a great trend downwards but we are waiting to see how the long weekend will affect the numbers. It normally takes ten to fourteen days for spikes to show up. The trend data is based on only those that would be expected to be on campus. Those numbers are 7,500 for students and 2,000 for employees. The chart has a high number of ten percent because at that point it indicates a “red flag” in the number of cases. At this time we have been staying around three percent. We are also looking at the data to see if there are areas of concern. We will also be able to track if there is a spike in a particular area of campus. So look for the updated dashboard starting Friday.
6. Provost Licari
7. This week we wrapped up our presentation to the HLC. It is great to have this in the rearview mirror. I would also like to thank Susan Powers for all of her hard work. I would also like to thank Robert Guell on his work on sections three and four. Fifty percent of schools failed these categories. I want to thank everyone for timely responses to requests. If it wasn’t for that this could have been a mud pit. At Northern Iowa, I was in Susan’s place so I understand all of the hard work that went into creating this presentation. We will have to wait two to three weeks to find out the results.
8. I hope that my newsletter that went out Friday answered a lot of the questions that had been recently brought to my attention. I plan on having a newsletter go out every Friday.
9. We are currently working on planning the spring semester. I am working with the Deans on creating a plan that will include more online classes and move some of the larger face-to-face classes to the larger lecture rooms. I understand that freshmen do better with face-to-face learning but there was a stronger demand for online classes than we had planned for this term. We are wanting to utilize the larger lecture rooms every day that way larger classes can spread out more. We are asking the Deans to work with the faculty to help meet these needs.
10. We are also going to ask the Executive Committee to extend the attendance policy into the spring term.
11. Finally, we are going to extend the work accommodation policy into the Spring. This would allow those that missed the July deadline to request an accommodation. We will continue watching what the Vigo County School Corporation is doing.
12. Chair Report Liz Brown
13. We closed out the faculty survey this week. The preliminary results are what we were expecting. Faculty are spending more time teaching and less on scholarship. There is very little community service happening as a result of both the pandemic and increased time on teaching. I am looking forward to compiling the rest of the results and getting an expended picture of what the faculty situation is.
14. The officers of the Executive Committee will be involved in a discussion about what is happening with Title IX. If there are any changes made I will reporting be on those.
15. We had a listening session last Tuesday. During that session there were a number issues that were brought up. We were able to report back to the administration issues with contract tracing and the feeling of lack of communication. As a result of communicating these issues we have gain increased flexibility.
16. The work on Social Justice continues. I am happy to report that the subcommittee for FAC has been populated and has begun its work. University College Council is working on creating a foundational studies course. We should see this sometime this year for approval.
17. Today we have a short agenda. We will look at the filled slates sent to us from FAC. AAC has identified a representative for the V.P. for Student Affairs Search Committee. We have also been asked to approve the Faculty representation for Student Conduct Board. We then hear Standing Committee reports and finally hear any new business.
18. Approval of Executive Minutes

Motion to approve as amended V. Sheets, M. Chambers: 8-0-0

1. Fifteen Minute Open Discussion
2. Health Survey
3. L. Brown: I received an email that states that our students that will be attending approved external programs need to fill out the health survey before attending them. Can there be a wording change made to the email that goes out for the survey to include this?
4. M. Licari: This has always been the policy and this was a reminder email sent to Deans and Chairs. I will also talk to Andy Morgan to see what can be done.
5. L. Brown: Thank you and it is good to have as many reminders as possible.
6. Spring Calendar
7. C. MacDonald: Are we making any changes to the spring calendar?
8. M. Licari: We haven’t started discussing the calendar. Any adjustments that maybe made need to be done so campus wide.
9. D. Curtis: There is a Board of Trustees meeting on October 23. Any changes that we want to make to the calendar need to be decided before that date so we can submit them. I know that other colleges have shortened their calendar by taking away spring break and delaying the start of classes. We can discuss whether we want a shorted term by removing spring break and taking it off of one end of the term.
10. M. Licari: Thank you for bring that up. This something that we are willing to discuss.
11. Dashboard
12. C. MacDonald: (Sharing her screen with the group) When I go to the COVID-19 page and click on the FAQ’s for faculty and staff it takes me to the HR website. Upon clicking the FAQ’s on that page it takes me back to where I started. I couldn’t find FAQ’s for faculty and staff.
13. D. Curtis: Let me send an email right now and check on this. I am hoping that we will here back before the end of the meeting.
14. D. Curtis: (A short time later) I just received and email stating that they have fixed the issue. You should now have access to the FAQ’s.
15. Contact Tracing
16. L. Eberman: Can we get an update on of when contact tracing will be caught up? We are getting reports that faculty are not being contact about a student quarantine until after they would be released.
17. D. Curtis: We will be having a meeting with them tomorrow to see if they feel like they are caught up. I will have more to report Thursday. I do know that they have updated the survey to ask if you really meant to click yes to help lessen the strain on the contract tracers.
18. Strategic Plan
19. L. Eberman: Thank you for sharing the Inclusive Excellence that has the benchmarks for success. I happy to see that we be focusing on the quality of the student/faculty experience instead of retention and graduation rates. I was wondering why there were no metrics shared on what those benchmarks for success are and what the expected outcomes will be.
20. D. Curtis: This was released in response to wrapping items up for the upcoming release of the Strategic Plan in the spring of next year. There will twenty-one to twenty-five processes attached to this to have clear metrics and outcomes. The new Strategic Plan is not about fixing problems but getting better so that the experiences at Indiana State University are enhanced. This about the experiences not about documents. We want to have great way to measure the experience so we can keep tipping the needle that direction.
21. Thank you’s
22. R. Guell: I will like to add an additional shout out, since I got hoodwinked in working on criteria three and four of the HLC report. I would like to call out the work of Kelly Woods-Johnson. She is an assessment professional in academic affairs. She did so much more work on this then I did. I would like to nominate her for the University Medallion after we get the final report from HLC.
23. D. Curtis: While we are waiting on the HLC report we can start working on creating a list of everyone that needs to be thanked for all of their hard work.
24. T Hawkins: I would like to thank the Provost for taking the time and making the commitment to send out weekly reports. I think this will go a long way to creating a positive environment. I would like to ask that the Provost check in to see if there are any current issues that need to be covered in the weekly report.
25. M. Licari: I would like to thank Liz and Bob for the feedback that came from the listening session that help me create the first response. I have checked in with Liz already about issues for this week’s report.

1. Committee Slates from FAC File #2 and File #3

Motion to approve C. MacDonald, M. Chambers: 8-0-0

1. VP for Student Affairs Search Committee from AAC File #4

Motion to approve Steve Hardin C. MacDonald, V. Sheets: 8-0-0

1. Conduct Board Slate (pending final nominees from UCC and CGPS)

Motion to Approve R. Guell, C. MacDonald: 8-0-0

1. L. Brown: This has never came in front of us before. I don’t think is something we would normally approve since the nominees come from their colleges. I was asked if we would start approving this.
2. R. Guell: Who asked for this to be approved?
3. L. Brown: Andy Morgan and Craig Enyeart are the ones in charge of the Student Conduct Board. This board has faculty, staff, and student representation. The ones you see here are the ones with expired terms.
4. D. Curtis: Are you okay, as a Senate, with a change in procedure?
5. R. Guell: I want to guard authorities that are within the Faculty Senate but I don’t want to assert authorities that don’t exist. So by approving something that the colleges already approve we could be doing that. If the policy says college can send their nominees then who are we to stand in their way.
6. L. Brown: That is what I asked, but this is what is wanted.
7. D. Curtis: Do we want to see if Katie Butwin wants to weigh in on this?
8. B. Butwin: I am wanting us to follow what we have in 170.2. I also want to make sure that we have a Conduct Board that is fully populated. The policy states that there is an application process, the Faculty Senate shall submit 2 nominations for each college to the President for each vacant faculty position, and nominations need to be made by May 15th. If you want to change the language then we can start the process for that.
9. R. Guell: This is a good catch by Katie. We have never done this in my ten years or so serving on Exec.
10. D. Curtis: We just need to make sure the language matches the practice.
11. V. Sheets: I have been on the conduct board for many years. This has never been a practice. We do want the language to reflect what we are doing. I have a question because this slate doesn’t match what is on the conduct board website. The disruption is unclear but it does say six faculty members, which doesn’t match getting someone from every college. We need to talk about what we define as a college for representation.
12. R. Guell: Does the code of conduct give those two colleges voting authority that they don’t normally have?
13. C. MacDonald: Looking at this language, it does. It says in 170.2.1 there are seven regular faculty members. One from each college including the University College and the College of Graduate Studies. That is unusual compared to section 300.
14. V. Sheet: The website states that there are only six faculty on the board.
15. L. Brown: This would be seven if we include University College and Graduate Studies.
16. M. Chambers: What takes precedence, the website or the policy?
17. C. MacDonald: This also needs to be added by the electioneer to the survey.
18. Standing Committee Reports
19. AAC (M. Chambers): Had a quick meeting to generate committee slates. Will meet again the Thursday after then Faculty Senate meeting.
20. AEC (R. Guell): No report
21. CAAC (C. MacDonald): No report
22. FAC (V. Sheets): No report
23. FEBC (L. Eberman): Meet last Friday. Had Joey Newport present information about the benefits to which there are no major changes. Asked Amy Demchak to attend the meeting but she was unable to. She will be at the next meeting.
24. GC (T. Hawkins): No report
25. SAC (K. Yousif): No report
26. URC (J. Gustafson): No report
27. New Business

Motion to endorse the President’s extension of the temporary absence policy adopted for fall of 2020. R. Guell, J. Gustafson: 8-0-0

1. Adjournment 5:18 pm