

Minutes
Faculty Senate
November 3, 2020 11:00 a.m.
Via Zoom

Members present: Tim Anderson, Ron Bolze, Robin Brierly, Mathew Brust, Scott Cavin, Jamie Hamaker, Kurt Kinbacher, James Koehn, Michael Leite, Kim Madsen, Anthony Perlinski, Joel Schreuder, Deane Tucker, and Kathleen Woods.

Members absent: Kim Clark, Support Staff Representative

Ex-officio, present: Christine Fullerton, PSA representative; Colton Brienza, Student Senate Representative, and Jim Powell, VPAA

I. Call to Order

The zoom meeting was called to order by President Kathleen Woods at 11:00 a.m.

II. Adopt Agenda:

Motion to adopt agenda made by Kurt Kinbacher and seconded by Robin Brierly. Motion carried.

III. Approval of Faculty Senate Minutes:

Motion made by Mathew Brust and seconded by Deane Tucker to accept and approve the Faculty Senate minutes for 10/20/2020. Motion carried.

IV. Faculty Senate and Standing Committee Business Items to Discuss and/or Approve:

A. Minutes (Sharepoint)

1. **Academic Review Committee** -- Motion made by Tim Anderson to accept and approve the minutes of ARC for 10/20/20. Motion seconded by Kim Madsen. Motion carried.
2. **Graduate Council** – A motion made by Kurt Kinbacher to accept and approve the minutes of Graduate Council for October 13, 2020. Motion seconded by Deane Tucker. Motion carried.

B. Faculty Senate By-Laws for Academic Review Committee.

1. **Change to Academic Review Committee responsibilities.** Motion was made by Deane Tucker and seconded by Robin Brierly to **approve the changes accepted in the October 20, 2020 Faculty Senate minutes** to change the Faculty Senate By-Laws removing the word “undergraduate” from the 1. Academic Review/ b. Responsibilities: “All ~~undergraduate~~ academic programs and policies at Chadron State College. Course and/or program changes shall be presented to the committee for approval by the appropriate department Chair and Revision supported by the appropriate Dean and/or selected faculty as deemed necessary.” Motion carried.

2. **Discussion regarding the changes in Faculty Senate By-Laws.**

1. A discussion was held regarding clarification of proper communication flow to the registrar regarding Faculty Senate approval of Academic Review program and catalog changes.

With the recent change to the Faculty Senate By-Laws defined above in B-1., **all academic program and catalog changes** will go through Academic Review Committee and shared with the Graduate Council. Once program and catalog changes have been accepted and approved by the Academic Review Committee, they are sent to Faculty Senate. Faculty Senate will review, accept and approve or not any changes through the Academic Review Committee minutes. Once the Faculty Senate minutes are accepted and approved with program and catalog changes, they are loaded on a **public website** under Faculty Senate for review by the registrar or other individuals. Public website: <https://www.csc.edu/acultysenate/minutes.csc>

2. After some discussion, it is not necessary to make changes to the membership to include the Graduate Council Chair or Dean at this time.

C. Faculty Senate Constitution Proposed Revision:

Faculty Senate members **voted to accept** the following proposed change at the October 20, 2020 zoom meeting.

According to the Faculty Senate Constitution, All CSC faculty were given the opportunity over a two week period of time via email to review the revision to the Faculty Senate Constitution change proposed by Dr. Randy Rhine. The proposed change to Section E. 8. ...“When, after such two-thirds vote, an impasse still exists, the Faculty Senate leadership **may voice their concern during the period for public comment at shall request that the matter be placed on the agenda** of the next regularly scheduled Board of Trustees meeting. The faculty have the right to hold a “no confidence” vote.”

On October 27, 2020, the faculty voted at the three school meetings held via zoom to **approve** the change to the Faculty Senate Constitution requested by Dr. Randy Rhine.

Robin Brierly made a motion to approve the changes to the Faculty Senate Constitution. Mathew Brust seconded the motion. Motion carried. Christine Fullerton offered to help President Kathleen Woods with updating the formatting for the Constitution.

President Kathleen Woods will make the change to the Faculty Senate Constitution and forward on the President Randy Rhine, administration, and members of the Faculty Senate on Sharepoint site.

V. Information Items/Discussion and Action Items

A. Course Evaluations

1. Faculty Senators were asked to remind students to complete the course ratings according to the following dates:
 - a. 15-week & 7 wk online/F2F student course ratings are available October 23 – November 6 (available to faculty November 6).
 - b. 7wk2 online/F2F student course ratings are available November 6-13 (available to faculty November 13).
3. A discussion was held regarding the general effectiveness of student ratings and suggestions for improvement at the request of the concerns from the VPAA and Deans.
 - Administration has noted a reduction in narrative comments when ratings moved to TK20.
 - Comments reflect the fact that student course ratings are released during the same time period as the ESP student evaluations.

Discussion among Faculty Senators regarding the effectiveness of the student course ratings are:

- Students have more difficulty making comments in TK20 than when the rating forms were in Sakai. So, perhaps go back to using Sakai for the surveys.
- Students seem ‘bombarded’ by too many surveys at one time and causing fatigue in completing them.
- In visiting with students, comments from faculty reveal that students are less likely to complete the surveys if ‘things are going well with the classes’.
- Perhaps visit with faculty to go back to using paper and pencil surveys again which provided more feedback
- Downtime for TK20 on November 4th may hurt return of surveys.

- Time for office assistants to complete the face-to-face surveys could also be a challenge.

A recommendation from Faculty Senate to the Administration would be to have the campus course evaluation committee look at the amount of surveys being disseminated to students and look for options as to how to reduce the number, monitory delivery times and methods for the surveys.

B. Information: CSC announced a December 18, virtual Fall 2020 commencement. Please see the October 14, 2020 VPAA update for instructions on how to submit student congratulatory videos. Spring semester is scheduled as normal based on the recent letter from Chancellor Paul Thurman.

C. COVID Update: Dr. Jim Powell, VPAA

- “Getting hotter as a zone. We have 20 days left in semester – please keep it together and stay safe.”
- Encourages students, faculty and staff to wear masks all the time.
- Unofficial word is that there are no more beds available in the hospital.

VI. New Business: none

VII. Adjourn: Motion to adjourn made by Mathew Brust and seconded by Robin Brierly. Motion carried. Meeting adjourned at 12:00 noon.

Minutes by: Kim Madsen

Date: (approved by committee):

Recommendations for Faculty Senate (or Academic Review, for Graduate Council and Essential Studies)

Action (A highlighted summary of actions recommended in meeting business above; should include any proposed change in policy, procedure, or curriculum and/or proposed committee or collective faculty recommendations to the CSC administration):

1. ___(brief summary, with reference to specified discussion item above) ___

Faculty Senate Decision:

Minutes Accepted: ___ x ___ **Date:** ___11/17/2020___

Actions Approved:

1. ___(brief description)___ **Approved** ___ x ___ **Denied** ___ **Date:** 11/17/2020 ___
Reason Denied:
2. ___(brief description)___ **Approved** ___ **Denied** ___ **Date:** ___
Reason Denied:
3. ___(brief description)___ **Approved** ___ **Denied** ___ **Date:** ___
Reason Denied:

* Please send back minutes to VPAA Office Assistant for posting to appropriate Sharepoint Site.

MISSION: Chadron State College delivers experiences that foster knowledgeable and engaged leaders and citizens to enrich the High Plains region and beyond.

Master Academic Plan 2019-23 Priorities

- People: Recruitment, Retention, Engagement Completion

- Purpose: Student Learning and Growth
- Place: Community Engagement