

**Minutes**  
**Faculty Senate**  
**February 16, 2021 11:00 a.m.**  
**Via Zoom**

**Members present:** Robin Brierly, Mathew Brust, Jamie Hamaker, Kurt Kinbacher, James Koehn, Michael Leite, Kim Madsen, Anthony Perlinski, Deane Tucker, and Kathleen Woods.

**Members absent:** Tim Anderson, Ron Bolze, Scott Cavin, Joel Schreuder and Kim Clark, Support Staff Representative.

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

**Guests:**

**I. Call to Order**

The virtual meeting was called to order by President Kathleen Woods at 11:04 a.m.

**II. Adopt Agenda:**

Mathew Brust made a motion to adopt the agenda. Kurt Kinbacher seconded the motion. Motion carried.

**III. Approval of Faculty Senate Minutes:**

Since there was no meeting held due to lack of business there were no minutes to accept or approve.

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

**A. Minutes (Sharepoint)**

1. **Rank Promotion and Tenure Committee** – Motion to accept and approve the minutes for 1/28/2021 was made by Kurt Kinbacher and seconded by Deane Tucker. Motion carried.
2. **Rank Promotion and Tenure Committee** – Motion was made by Robin Brierly and seconded by Kurt Kinbacher to accept and approve the minutes for 2/4/2021. Motion carried.

**B. Catalog Duration Recommendation:**

- 2021-22 will be a one-year catalog.
- One or two year catalog: A motion was made by Robin Brierly and seconded by Kim Madsen to have a two-year catalog beginning in Fall 2022.
  - During the discussion, faculty shared information they gained from departments and programs. Comments regarding students wanting to switch catalogs, students experiencing 6 different catalogs, it may be easier to work with community colleges, catalogs are all archived for advisors and students to work with back to 2005, and the ease for using MyCSC to work with students in scheduling courses has been beneficial.
  - Dr. Powell mentioned that minor editorial changes could still be made. It will still be important for programs to have all information in place prior to changes being presented to Academic Review, and the process will remain the same for updating the catalog.
  - Dr. Powell announced that other colleges in the state college system have a one-year catalog.
- Motion failed with two members voting in favor and eight members voting against.
- Mathew Brust made a motion to move to a one-year catalog. James Koehn seconded the motion. Motion carried with eight members voting in favor and two members voting against.

**V. Information Items/Discussion and Action Items**

**Administrative Updates:**

- A. COVID Update – VPAA Jim Powell

## 1. Quarantine student course work:

1. Dr. Powell was available to update Faculty Senators on current issues relative to the COVID-19 pandemic. He announced that faculty must provide quarantined students with a comparable learning experience to those who have attended class (i.e. course materials, ZOOM opportunities, recorded classes) to ensure students have the opportunity to stay abreast of course expectations and learning experiences. Dr. Powell suggested faculty try to contact students 2-3 times to support their success and then leave it up to the students to contact the professor or instructor. Faculty cannot make students do the work or make up assignments.

PPHD tells students they need to be in quarantine. Students cannot quarantine themselves. It is up to the student to make arrangements to make-up the work from their classes. While in quarantine, students are provided internet.

2. Faculty should communicate to students that once they are out of quarantine, they **cannot miss a class to make-up missed assignments** while they were in quarantine.

2. CSC Child Development Center was closed due to a positive staff COVID diagnosis on Friday, February 5, 2021. It will be closed for two weeks. When it reopens, all children and staff will be required to wear a mask which is consistent with all other requirements on campus.

3. Please encourage students to register with their CSC EagleMail account on the [PPHD Dashboard](#). Using an EagleMail account will ensure students can receive the vaccine in Chadron rather than traveling to their respective home towns.

4. Administration is hoping to have faculty and staff vaccinated by mid to late March. There is a 4 week timeline between the first and second shot.

## B. Administrative Updates:

1. Faculty Development will be meeting soon to allocate funds. It is anticipated there may be a 4<sup>th</sup> call for applications. Funds must be spend prior to June 30<sup>th</sup>.

2. If faculty wish to attend a virtual conference from home, they may seek approval from their supervisor. If they sign up for a conference, please use the department or corporate credit card instead of a personal credit card to insure funds are paid prior to the conference. If you used the program or corporate credit card to pay for a virtual conference, notify the supervisor instead of going through the concur website.

## B. CSC Administrative Reorganization Update -- VPAA Jim Powell

1. Dr. Powell shared a copy of the new reorganizational chart located on the Human Resources website link [https://www.csc.edu/documents/hr/Org\\_Chart\\_2-2-21](https://www.csc.edu/documents/hr/Org_Chart_2-2-21) effective February 2021.

## VI. New Business:

Dr. Powell asked that Faculty Senate to contact Lee Miller and Brittany Helmbrecht to request an opportunity for them to attend a meeting to review the results of the NSSE/FSSE and ACHA/NACHA reports. There should be 14 years of data to examine and support student success.

VII. **Adjourn:** Motion to adjourn made by Mathew Brust and seconded by Robyn Brierly. Motion carried. Meeting adjourned at 11:58 p.m.

Minutes by: Kim Madsen

Date: 2/16/2021

**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) \_\_\_\_

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**Faculty Senate Decision:**

**Minutes Accepted:** \_\_\_\_ x \_\_\_\_ **Date:** \_\_\_\_ 3/2/2021

**Actions Approved:**

1. \_\_\_\_ (brief description) \_\_\_\_ **Approved** \_\_\_\_ x \_\_\_\_ **Denied** \_\_\_\_ **Date:** \_\_\_\_ 3/2/2021 \_\_\_\_  
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.

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**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