

FSW Faculty Senate Meeting

Minutes

Friday 11/20/2020

1:00 – 2:00 PM

Locations: Zoom Meeting; quorum of 41 reached at 1:00 PM. 55 total attending.

- i. Agenda Adoption: Motion to adopt by Martha Jenner, second by Rebecca Harris. Motion adopted.
- ii. Minutes Adoption: Motion to adopt by Ellie Bunting, second by Gus Cameron. Motion adopted.
- iii. Action Items: none.
- iv. Information Items:
 - a. Dr. Michelle Yovanovich, Vice Provost, Student Affairs, introduced herself and described the work of her unit in supporting faculty and students, and working to remove barriers to student success. She maintains an open-door policy for faculty and students and is working to provide a guided pathway for students to graduation.
 - b. Dr. Sholondo Campbell, Associate Director, Admissions Evaluation and Processing gave a presentation on the IDEA Committee, which he co-chairs, along with Prof. Rebecca Gubitti. Membership includes representation from each campus except Charlotte, at present. IDEA stand for inclusion, diversity, equity, and access. The committee is working to create a campus that is welcoming, safe, and inclusive for students, administration, faculty, and staff. The committee is advising Title IX Coordinator, Jana Sabo on the Annual Equity Update Report, and working to promote multicultural awareness through formal and informal activities. It is also seeking to reinforce inclusiveness, and recruit individuals of diverse populations. Look for upcoming programs.
 - c. Chief Jerry Connolly gave a report on the Critical Incident Response Plan, which includes planning for emergency situations from fires, active shooters, injury, illness, tornadoes, and much more. Chief Connolly will be giving Zoom workshops and sharing the document, which will also be edited for students. The plan will be sent out in parts and will include designated building safety leaders. Training will be rolled out in the spring when we are all back. A designated command post, suitable for staging operations and housed off campus, will also be set up.
 - d. Dr. Christy Gilfert, Associate Vice Provost, Enrollment Services and Mr. Keith Martin, Director of Academic Advising, both spoke on the D2G Enrollment Plan Initiative. The work group was formed Fall semester, 2020 with the goal of improving the enrollment process and streamlining it. They are creating a “My Team” approach, in which staff from Advising, Financial Aid, and Enrollment work together as a team with assigned individual students. There

will be a comprehensive checklist so that representatives from these three units can better coordinate services and serve students better. Students can also more easily submit necessary documents by phone, in order to speed things up. Plans are to be up and running by February, 2021.

- v. Committee / College Updates:
 - a. General Education Advisory Council: Rebecca Harris noted how the committee will work with the Curriculum Committee to designate General Education courses and streamline the list of requirements for new courses. They are working on a video presentation.
 - b. Curriculum Committee: Sheila Seelau noted that January 11, 2021 is the next deadline to submit new courses, or changes to existing courses, for the Fall, 2021 Catalog. They are working with GEAC to create a comprehensive course in Canvas on how to submit changes and proposals for new courses. Please e-mail Sheila Seelau for the link to the Canvas course. Elijah Pritchett, Chair of the Learning Assessment Committee, noted that his committee will be working closely with Curriculum and will be hosting "Syllapalooza," in the spring, which is designed to help faculty align course objectives with assessments.
 - c. Professional Development Committee: Sarah Lublink discussed TLC offerings and how they are expanding. The travel budget is still there and may be used for virtual professional development opportunities. Just apply any time.
 - d. Academic Technology Committee: Chair Ellie Bunting reported on the proposal for E-Learning Coordinators, which is being developed and will have to go to the Union. She also noted that they are reviewing Proctorio.
 - e. Academic Standards: Melanie Ulrich reported on the proposed policy on conflicts of interests for familial-student relationships. They are streamlining the processes for dealing with misconduct issues and hope to have something soon for the Faculty Handbook

- vi. Faculty Updates: Martin Tawil and Peggy Romeo reported that Proctorio locations would be available to students to use for Zoom classes, as needed. This is for students who do not have access to Zoom. Information on available Proctorio rooms is available at <https://www.fsw.edu/reconnect>. Peggy Romeo is going to send out a link for faculty to ratify the latest MOU regarding preference for full-time faculty in class scheduling.

- vii. New Business: Martin Tawil noted forthcoming information on the Climate Survey.

- viii. Motion to adjourn by Tim Bishop. Meeting adjourned at 2:00 PM