

Faculty Senate Meeting Minutes 9/17/2021
Woodfin 120

Meeting presided by Meredith May, Faculty Senate President

Attendance

- Meredith May, Prez; Kelly Kaemmerling; Cori Holden-Williams, Sec; Joe Kirchoff; Susan Black; Alex Knox; Kristi Kleinig; Kenya Ray; Jonathan Kaan; Carrie Poe; Michelle Sullivan; Aaron Baker; Debbie Williams; Stephanie Laszik; Danny Darden; Julian Redfearn; Gin Germany; Meghan Potter; Chris Harris; Michael Ferguson; David Fonteno; Charmyn Tumeay

Agenda Item #1

1) A Word from Dr. Skopek

- a) Dr. Skopek spoke about hyflex and how that will be implemented going forward
- b) We should be deliberate about this instead of reactionary
- c) These courses will be identified with a designation of hyflex, so student will know what type of course and the expectations
- d) Faculty will decide what this will look like: FTF component, web component, synchronous and/or asynchronous
 - i) Faculty also decides what their expectations are as far as attendance/participation and how to determine these.
- e) This will not be for every instructor or every course. There are some courses that hyflex does not work well
- f) This will be voluntary (for now)
- g) There will be professional development coming for course design and faculty showcases 9/17 12pm-2pm and 9/24 12pm-2pm

2) Discussion about Hyflex (Dr. Skopek left the meeting)

- a) A suggestion discussion board has been opened on Blackboard
- b) We have the opportunity to shape these courses and determine policy/design for these courses
- c) Suggestions from those present
 - i) Maybe pop-ups for students who try to register for these course
 - ii) Maybe a quiz to see if hyflex is right for the individual student trying to enroll
 - iii) Maybe advisor has to enroll students in these course; not able to do these from home/on their own
 - iv) Maybe student needs to speak with instructor or department representative before enrolling in that course
 - v) It was suggested that we wait for all of these until we know what Jenzabar can/can't do

3) Senate Business

- a) There is one adjunct position open on the senate
- b) There is a position open for nursing on the senate as well
- c) Faculty Senate Secretary needed
 - i) Cori Holden-Williams volunteered
 - ii) Cori Holden-Williams was formally nominated, it was seconded, and was appointed Secretary

Agenda Item #2:

1) Titling: Cori Holden-Williams, chair of titling committee

- a) Introduced self, shared email address
- b) We are accepting applications
- c) Qualifications should be added to handbook soon; qualifications can be found on Faculty Senate blackboard.
- d) Application is found on faculty senate blackboard. Upload application and supplemental documentation to the link on the faculty blackboard page.
- e) The committee will meet and review applications
- f) Deadlines:
 - i) For Fall, applications need to be in by end of first 8 weeks
 - ii) For Spring 1, applications in by end of Fall 2
 - iii) For Spring, applications in by end of Spring 1
 - iv) For Summer, applications in by end of Spring 2
 - v) We only meet once over the summer, so get those in before the end of Spring 2
- g) No questions asked

Agenda Item #3

1) Professional Development Committee

- a) If you want a say in college-wide professional development, sign up!
- b) This committee would come up with ideas and help with implementation
- c) We need more relevant topics for professional development
- d) Committee would also help organize suggestions and schedule
 - i) Blackboard suggestion box requested
- e) This committee would also help to determine what counts as professional development
- f) This committee would be made up of the faculty association

Agenda Item #4

1) Reports on Campus Meetings

- a) Instruction Counsel disbanded; Dr. Skopek didn't see the point of this counsel; it can be an email; other organizations cover the same information
- b) Academic (I missed the name of this counsel; Kelly talked about it)
 - a. The whole nature of this will change
 - b. Looking for more faculty participation and rotate in/out of this
 - c. Any course changes (that have to do with the catalog) needs to be in by 9/29 (which is the next meeting)
 - i. Send these to Rene Wiley

Agenda Item #5

1) Course Evaluation Proposal

- a) This is finished
 - a. Was taken to higher ups, and nothing happened
 - b. Ignored completely

- b) Need to take this finished product to new people to get changes implemented
- c) There are new questions as well as the number of questions have been reduced
- d) Incentives were an issue discussed
 - a. Should not be instructors incentivizing; should be admin offering points toward success
- e) It was proposed that students who want to withdraw complete a survey via survey monkey, and then the withdrawal form appears
 - a. This take the burden off instructors for withdrawal

Agenda Item #6

1) Friday Office Hours

- a) Suggestions:
 - a. 4 Fridays per semester (every other Friday) for meetings
 - b. Use one Friday per month for professional development in lieu of professional development during convocation week
 - c. Permit some of these office hours to be virtual
 - i. Students aren't on campus on Fridays
 - ii. Students have flexibility; Faculty should, too
 - iii. Digital office hours are traceable: can be recorded, analytics can be seen, and we can prove we did it
 - d. Permit these 3 hours on Friday to be incorporated into office hours Monday-Thursday
 - e. We plan to propose some of these items when we talk about hyflex ideas
 - f. Carrie Poe volunteered to be on the committee
 - g. David Fonteno: suggests that we collect data on who visits/how many visit during semester; send data to Cori Holden-Williams
 - h. Suggestion for student success points for office hours
 - i. This could be data collection for how many come see us
 - ii. QR code for all faculty for office hour points.

Misc. Items

1) Prerequisites/enrollment

- a) Students are signing up for classes they aren't ready for (academically)
- b) Wholistic advising has issues
- c) Changes are coming
 - a. More training
 - b. More training for people who don't do advising on the regular

2) Drop form has issues

- a) It's not clarity
- b) Survey money brought up again

Open Floor

1) Points for success needs to expand

- a) QR for faculty suggested again
- b) Are there prizes other than the car
 - a. Yes! There are TVs and cash prizes

- c) Meredith is going to talk to Rachel about office hours on Friday and point expansion
- d) Points for Fine Arts was suggested

2) Yoga might be coming!

3) There is Trash in the Stark and Quad parking lots

- a) Aaron Durham will be notified
- b) He is interim since Ashley Mason is gone

Minutes prepared by: Cori Holden-Williams, Faculty Senate Secretary