

Faculty Senate Meeting Minutes

Thursday, September 8, 2016

4:00 pm in the Charles Hunter Room of the Hunter Conference Center

1. Call to Order (1")
 - a. 4:06 pm Call to Order: In attendance: Bruce Howard, Nathan Barker, Loralyn Felix, Doug Wayman (proxy for Scott Lanning), Bruce Haslem, David Berri, Mary Pearson, Abigail Larson, Michiko Kobayashi, Jim Mock (proxy for Brian Ludlow), Joel Judd, Kholoud Al-Qubbaj, Dave Lunt, Todd Mack, Angela Pool-Funai, Jason Smith, Lynn White, Lynn Vartan, Wendy Sanders, Scott Knowles, Ben Sowards, Jay Merryweather, Matthew Roberts, Celesta Lyman (proxy for Chad Gasser), Nasser Tadayon, Matthew Weeg, Mark Meilstrup, Daniel Eves, Chris Monson, Liz Olson, Barbara Rodriguez, Mackay Steffensen
2. Recognition of Guests (5")

Dean Shawn Christiansen College of Education and Human Development
Dean Mark Atkinson School of Graduate & Continuing Studies
Associate Dean Steve Meredith, School of Graduate & Continuing Studies
Chair Bart Reynolds, Graduate Studies in Education

 - a. Introduction of New Senators
 - i. Liz Olson
 - ii. Jay Merryweather
 - iii. Ben Sowards
 - iv. Scott Knowles
 - v. Waiting for COSE election (tomorrow) and PVA election
3. Online Course Quality Research Presentation (15-20")
 - a. Dean Shawn Christiansen – Online programs make meeting the 13 contact hours per week for full time faculty difficult.
 - b. Experiential learning experience via online program has not been adequately considered or defined.
 - c. Based on SUU online course data analysis from summer semester of 2016:
Average time students were logged in ~ 20 - 24 hours per semester
 - d. Time faculty logged into Canvas for online courses ranged 2 – 113 hours per semester. Most faculty who teach an online course fall into the category of 0 – 24 hours of time spent on Canvas per semester for a given course. Dean Christiansen compares these values to the amount of time spent with students in a face-to-face course (average of 45 contact hours per semester). Median number of days logged in was 16 days.
 - e. Dean Christiansen concerns:

- i. Is it fair? Do full time online faculty engage students as much as those who teach face-to-face classes do? Without standards, it is unclear.
 - ii. Need for a definition of workload for online faculty
 - iii. Define quality of online classes (i.e. what should a quality online class look like)
 - iv. Collegiality of faculty who teaches online. Questions arise if individuals are meeting their students' needs and putting forth adequate effort
- f. Dean Christiansen proposes: Create a policy for online learning teaching requirements (Revise Policy 6.27) within Faculty Senate and Graduate School and Continuing Studies and define minimal expectations for contact hours for those who teach online by quantifying the amount of time faculty should be "logged in" to act as a minimal standard of faculty-student engagement. Shawn Christensen – Dean would like to know that graduate faculty is available and interacting with students on a minimal level. Three hours a week of contact hours at a minimum.
 - i. Work in partnership with CETL for learning best practices for engaging students online. Support professional learning communities, faculty workshops, and round table discussions to share ideas and engage students in our online classes.
- g. **Who is speaking on Mark Atkinsons behalf?** SUU Online already collects this data. Primary point is that we need a policy with minimum standards for online class engagement. Policy revision does not have to indicate that administration will be "checking in" on faculty Policy 6.4 a. Definition of distance learning. This policy and definition needs revision.
- h. Feedback and discussion comments regarding Dean Christiansen's presentation: "difficulty of measuring quantity and quality of these courses as well as who will measure these qualitative values.....".
- i. Additional concerns from faculty senate members: Is this a problem only for the college of education or the Department of Education Master's Program or does it apply to all departments/colleges/programs? Are there student evaluative measures unique to their online professors? Evaluations should reflect the quality of the course and the level of student-teacher engagement. What does online engagement mean? The amount of time it takes to set up a course needs to be considered within the context of considering workload. Focus should be on quality, not fairness.
- j. Dean: Online graduate evaluations are consistent regardless of who is teaching it – so the question is asked, should we hire adjuncts to do this or alter a faculty member's workload? 30 – 40 hours a semester of work after the course has been set up – is this a fair load? Set a minimum of three hours a week regardless of course type.

- k. Bruce Howard – Is there an interest in organizing an ad hoc committee or Academic Affairs committee responsibility. Last time this committee met was two years ago. Distance Ed Committee was disbanded last year. Should we reorganize this committee? Bruce Howard – Faculty advisory committee required by the Policy 6.4 a. Therefore, this committee should be reformed and recognized as an official committee. No one seems to oppose this, so it will be looked into.
- 4. 4:50 Approval of Minutes – Strike the 50% retention rate as it represents hearsay; 9f CUPA discussion of who CUPA considers peer institutions are and how comparisons are made – Brad Cook suggests HR come in and discuss this matter further. Leave this portion of the minutes and place HR on the next agenda to clarify this matter.
- 5. 5:00 Senate Treasurer’s Report (3’’)
 - a. Chad is not present today
- 6. 5:01 Senate President Elect’s Report (5-10’’)
 - a. Report on Board of Trustees’ Meeting
 - b. Meeting next week on the 23rd.
 - c. Salaries may be on the agenda but this will be determined tomorrow.
 - d. Before we bring this the Board of Trustees we need to agree on the numbers. Josh Price had a meeting with Marvin Dodge regarding this.
- 7. 5:03 Senate President’s Report (10-15’’)
 - a. Report on Deans’ and President’s Council meetings
 - i. Jobs for T-birds website – all on-campus jobs must be posted so please use this system. Students and parents can use this website to find on-campus employment.
 - ii. Adequate number of Faculty not submitting TrackDat data for SUU to be in good standing – TrackDat is required for accreditation purposes. Request for faculty senate members to go to department chairs and impress the importance of this. Faculty Senate concerns include: Need for transparency of where the data goes and how it moves through the department, college, and University. Individual departments and colleges should discuss this with faculty. Additionally Faculty needs to know who within their department has the password to enter in the data (one per department?) Christen Reihner and James Sage will come to your office to help you learn how to use the TrackDat system.
 - iii. Brad Cook - Faculty Satisfaction surveys. FESI and the HARE. We use each on an every other year basis. Should we use both or just one? What do we do with the data we do collect? We need a faculty satisfaction survey on some level. Could faculty senate determine if peers are interested in taking part in these assessments? Are these assessments of value? Brad will look into completing the HARE on an every three-year basis b/c it is expensive and time consuming. Possibly eliminate the FESI.

Suggested that these savings be reallocated for faculty retention or something that will improve faculty environment.

- New York Times electronic subscription - 11,000 \$ per year. Do we feel like this resource is utilized enough to justify the cost? COSE does not feel like this expenditure is necessary. HSS wants to hang on to the subscription. Senators will canvas their departments to see if utilization justifies the cost of subscription. The NY Times is available online via the Library but it is a couple days behind. Alternative means of obtaining subscriptions may be more economical.

- b. 5:30 Update on LRT Task Force
 - i. Has not yet found a time to meet
 - c. Standing Committees
 - i. Isabella Borisova – no longer on academic affairs committee
 - ii. Andreas Wiengartner is serving his last year on University LRT
 - iii. We can place this on the Faculty Senate Canvas page
 - iv. Get one senator from each college to list who is on what committee and solicit volunteers to occupy vacant positions. Standing committee chairs could provide this information but many of these chairs have expired terms and the committees have not met for an extended period.
 1. Mary Pearson will cover College of Business
 2. Joel Judd will cover College Education
 3. Lynn Vartan will cover PVA
 4. Bruce Howard will request individual lists of committee members from each dean at the next Dean's Council
8. 5:40 Ombudsman Position (Bruce Howard, 5-10")
- a. Hugh J. Rode: Resume sent out to faculty senate members
 - b. Would do this pro-bono
 - c. How do we feel about this? Can Dr. Rode come to our next Faculty Senate meeting on October 13th, 2016? Possibly an open forum for all faculty and staff. Brad and Bruce will arrange for an open forum.
9. 5:50 Married Dependent Tuition Proposal Updates (Scott Knolls, 5")
- a. No new updates
10. Parking (Bruce Howard, 5-10")
- Update on adjunct parking proposal – adjuncts receive a 30\$ gift of appreciation that can be used for parking. Gift would be given at adjunct faculty training. Not a free pass, just a 30\$ "gift". Faculty Senate consensus of support.
 - Ad hoc committee for parking situation in general? Is anyone interested in further investigating this topic? Mackay Steffensen volunteers. Dave Lunt and Scott Knowles do not see a problem with parking.
 - How to deal with increasing shortage
Parking structure?

11. Salary Letter update (Mackay Steffensen, 5")
 - a. Wait until Josh Price's presentation has been given to Board of Trustees
 - b. This issue will be addressed in greater detail at the next meeting
 - c. The Faculty Senate Salary Committee was disbanded last year – should we institute this committee? Bruce Howard will add this committee back to roster.

12. Lynn White – Update on revision for Policy 6.2 (approved by board of trustees).
Development of a tool for evaluation of Academic Officers. Committee obtained a list of evaluation questions from James Sage (used at a previous institution). Survey regarding how to best develop the evaluation tool to implement this new policy will be introduced at the next meeting with the intent that it will eventually be sent to all Faculty.

13. Family Medical Leave Act follow-up: next meeting
14. Faculty/Student Ratio follow-up: next meeting
15. 6:00 New Business (15")
 - a. PVA – BS vs BA and elective credits; job for the academic affairs committee?
Theater majors have found a loophole to avoid foreign language requirement.
HSS also has this issue. This issue will be put on the agenda for next month.
16. 6:05 Motion to Adjourn (1")