Faculty Senate Meeting held via MS Teams

February 7, 2022; started at 11:21am.

Senators in attendance: Ann Showalter, Anthony Stinson, David Williams (Chair), Deborah Gritzmacher, Eric Bridges, Erin Nagel, Eugene Ngezem, Joshua Kitchens, Ken Nguyen, Kendolyn Smith (Vice Chair), Larry Menter (Secretary), Mario Norman, Mark Watson, MeriBeth Stegall, Rebecca Morgan, and Sharon White.

Non-Senators in attendance: Jill Lane (Interim Provost), Antoinette Miller, Carol White, Catherine Matos, Heather Reid, Celeste Walley-Jean, Keira Davis, Keith Miller, Kevin Demmitt, Michelle Nelson, and Stacey Reynolds.

1. Proposed Agenda – **Adopted** as written by unanimous consent.
2. Remarks from President, Dr. T. Ramon Stuart – not present – down in UC with Homecoming Festivities
3. Remarks from Provost, Dr. Jill Lane
	1. Good to see everyone back on campus.
	2. Annual, Pre-tenure, Tenure and Post-tenure P&T review from USG
		* SAFE Committee is doing great work.
		* Dr. Stuart Rayfield replaced Dr. Denley – Process for changes still in place.
		* Annual Review because procedures not in place – include Student Success in 2023 but it will not impact overall review.
		* Due Process – looking at it extensively – prescribed for post-tenure review – need to formalize and be part of it.
	3. Enrollment for summer – down in #students and credit hours. Down 18% registrations and 22% credit hours. Focus on how to increase enrollment. Need to attract more students. Send ideas to Dr. Lane.
	4. Feb 25th Student Success conference. Showcase what’s working. Share ideas with colleagues. Talk for 10 minutes to share ideas.
	5. Emeritus Policy and Procedure – Request to add staff guidelines. Document explains the benefits for emeritus status. Will be sent out later.
	6. Early Alerts and Academic Support Referrals – Essential to provide support as soon as students need it. All faculty please submit students missing and with D/F now. Help to get them reengaged. Early Alert system is open. Same classes as the fall.
	7. Appreciate all the work we are doing.
	8. Questions –
		* Efficacy on early alerts – Response from advising – go to prof and ask for extensions. Too much focus on grades and not learning the material. She will get with Eric Tack to massage the process. Stay tuned. Be more helpful to students and get faculty feedback on that. No follow-up with faculty after referral is made.
		* Integration with police dept into D2L and security messages. She will find out more info bout this. She will f/u with Angela. Can use the RAVE app on the phone. They will escort you or group to car.
		* COVID results data need to be timelier. Had been delayed. Case counts are down this week. She will check why not updated quicker.
		* Handbook from system office – Do we have to follow it? Probably better to call it guidebook. FAQs and timeline and suggestions. Due process will be necessary to be added. Essence of document is guide to implementation and align with Board policy on this.
		* Budget shortfall created by enrollment – some made back. Planning and Budget Council is meeting Friday. Will get update.
		* Calendar – keep to the three-year calendar. We will return to pre-Covid schedule – overall start and end dates to be formalized shortly. Final Exam schedule – Need to look to see if can go back to the matrix.
		* Thanks for Dr. Lane’s time and efforts!
4. Subcommittee Updates – Preface – Committee chair asked on scope of senate subcommittees – Do they wait for senate directive? or be proactive? Dave feels they should be proactive and find things they feel need to address.
	1. APC – Ken Nguyen – Met 1/19 – Policies look at what is their scope? Interest to look at student issues and will take on. Retention and Graduation Rates.
	2. FAC – Consider frequency that they are evaluated and useful. Needed for every class and every semester? Look at critical issues to focus on improvement. May be one eval per semester per year. Also look at customized online/hybrid/seated questions. Next meeting February 9, 2022, at 11:00am.
	3. SAC – Kendolyn Smith – met with Chief Angela to discuss security – person at the front gate, for instance. Safety. Next meeting 11:00am next Tuesday
* Dave mentioned student who on own went out and got grant funding from NASA $1500. Once grant – mile of paperwork required. Need info on that.
	1. UCC – Carol White
* Reminder meeting this Friday link in Chat
* Approval of Actions from January 22nd UCC meeting, as posted in Teams. **Motion** duly made, seconded, and passed.
	1. S.A.F.E.
* Committee and Subcommittees have been meeting.
* Clean-up vague language clear handbook language.
* Not going into much detail
	+ Questions: Dave thanks to both Ann & Mark – Great progress you have made.
	+ When it is time to share, the Committee looks to make sure all the language is consistent.
	+ Have FAC be involved in the SAFE Committee. Some members are on both.
	+ Somebody suggests that handbook review be a standing committee of Faculty Senate. This is the purview of the FAC.

The Chair declared the meeting adjourned at 12:07pm.

Minutes Recorded by Larry Menter, Secretary

Important Upcoming Dates:

2/21 Next meeting

2/15 Half-price chocolate day