**Faculty Senate Minutes**

Monday, October 19, 2020, 3:10 p.m., online via Zoom

**Senate Roster for 2020-2022:**

Kurtis Adams (MUSC), Robert Anthony (SCCJ), James Broomall (HIST), Larry Daily (PSYC), Rhonda Donaldson (LIB), Karen Green (SOWK), Jeff Groff (DEPS), Michael Groves (NURS), Max Guirguis (PSCI), Osman Guzide (CME), Heidi Hanrahan (ENGL/LANG), Desmond Lawless (RSES), Mengyang Li (CHEM), Belinda Mitchell (EDUC), David Modler (ART), Kathleen Reid (ECON), John Steffen (BIOL), Cindy Vance (ACCT), Kevin Williams (COMM), Max Guirguis (ACF), George Ray (BADM)

**Officers:** Heidi Hanrahan (President), John Steffen (Secretary), Jeff Groff (Parliamentarian)

Kurtis Adams MUSC x

Robert Anthony SOCI/GEOG late

James Broomall HIST Present

Larry Daily PSYC Present

Rhonda Donaldson LIB Present

Karen Green SOWK Present

Jeff Groff DEPS Present

Michael Groves NURS Present

Max Guirguis PSCI Present

Osman Guzide CME Present

Heidi Hanrahan ENGL/LANG Present

Desmond Lawless RSES Present

Mengyang Li CHEM Present

Belinda Mitchell EDUC Present

David Modler ART Present

Tim Nixon ENG / LANG x

George Ray BADM late

Kathleen Reid ECON Present

John Steffen BIOL Present

Cindy Vance ACCT Present

Kevin Williams COMM Present

Guests: Alan Perdue, Scott beard

Meeting called to order in the presence of quorum at 3:10 p.m.

**Meeting Schedule (2020-2021):** 9/7, 9/21, 10/5, **10/19,** 11/2, 11/16, 12/7, 2/1, 2/15, 3/1, 3/22, 4/5, 4/19 (Spring meetings subject to changes in Academic Calendar)

**I. Approval of October 5, 2020 Minutes**

**II. Committee reports**

**Assembly Committees and Representatives**

A. Admissions & Credits (Senator Reid). Late drops & partial bill payment continues on.

B. Curriculum & Instruction (Senator Groves). 2nd reads approved by committee. Appalachian Studies BS & BA, actuary science in computer, nutrition major in nursing health sciences, other majors & minors approved

C. Core Curriculum (Tim Nixon): There were no new proposals delivered for consideration at next week's meeting, even though two programs conferred with the Committee Chair about preparing proposals for future consideration. There were no second readings scheduled for this month, and the housekeeping items can wait. For those reasons, the Chair decided to cancel next Wednesday's meeting. All departments and programs should keep in mind that**there are only five more meetings this academic year**. Proposals, particularly those involving both the Core Curriculum Committee and Curriculum and Instruction, should not be held back. A minimum of two months is the time frame all organizations should allot for moving proposals through the necessary processes.

D. Advisory Council of Faculty (Senator Guirguis). No report

**Faculty Senate Committees and Representatives**

E. Library Liaison (Senator Donaldson). No report.

F. Professional Development, Faculty Salary, and Welfare (Senator Reid). Mingrant applications due this week. Can be used as any pro devo funds. No travel. SB: Virtual conference registrations are rolling in

G. Scholarship & Awards (Senators Vance and Adams): Meeting scheduled for Nov 3, 2020.

H. Senate Bylaws (Senators Anthony and Groves):

I. Washington Gateway (Senator Williams). No report

**External Committee Representatives**

J. Calendar Committee (Senator Mitchell). No report

K. Diversity & Equity Committee (Senator Green). No report

L. Enrollment Management Committee (Senator Broomall). No report

M. Graduate Council (Senator Williams): report given, see notes. Update.

N. Student Success Committee (Senator Hanrahan): The Committee meet on Thursday, 10/14. Items of special note: 1) Beacon is booming. Alerts went out for every midterm grade of a D or F. Even before midterms, though, use of Beacon was higher than in the past (a good thing). 2) More on Beacon: In addition to Julia Franks, graduate assistants in the Office of Student Success have been reaching out to students with alerts. This has translated to faster turn-around time and increased contact with faculty, advisors, etc. 3) Please continue to use Beacon if you have concerns about a student’s performance.

4) Committee members shared information from their respective areas about some of the challenges students are facing this semester, esp. with online classes. Students are being swamped with emails and electronic communications—all good and necessary—but might need help wading through it all.

5) Remember that the Office of Student Success is there for students who are struggling, as is the Academic Support Center, and the Advising Assistance Center. 6) Residence Life could use some more volunteers to deliver lunch and dinner to quarantined students. If you are interested, contact Liz Sechler (esechler@shepherd.edu), Director of Residence Life.

O. Technology Oversight Committee (Senator Guzide): No report

**Other Committees**

P. Assessment Task Force (Senator Donaldson): minigrants still available

Q. Budget Advisory Council (Senator Adams, Senator Groff, Senator Williams): No report

R. Internationalization Advisory Council (Senator Lawless): No report

S. Threat Assessment Task Force (Senator Daily): No report

**III. Old Business**

1. Response to Senate Resolution on Hostile Learning Environment Investigation

AP: After reviewing senate resolution, JB & KG talked w AP about language. Want to be able to clarify and be responsible for communicating response. President Hendrix generated a written response to speak to some of conceptual questions from resolution. President felt that senators need context of seeing 10 page report from investigative committee. From a lawyer’s point of view, releasing report is problematic. Series of statements from students over the years. Students not sworn in or agreed to report this publically. President: Can look at this individually on a confidential basis because you are taking a quasi-informative role. No notes allowed, etc. Email Sonya Sholley (ssholley@shepherd.edu) in the president’s office if interested. She will take questions if anyone has any. Make appointments in next couple of weeks.

1. Online Fees for Spring 2021 Courses

SB: ELT discussed a lot of scenarios. # of courses in online format will not be charging course fee. Will post pdf of these documents, and message written to students. ELT discussed & approved: any course will waive 50% of fees, for either online or hybrid. Also provide fee $ for students who express need. 70 hybrid courses were actually 100% online. Next year get rid of online course fee & come up with something new because all courses are partially online. ML: why can’t new next semester fee rules be used during this semester? SB: only happens 1 x / yr & decided by HEPC and BOG. Fall semester only courses that were converted were waived.

**IV. New business. No new business.**

**VI. Announcements.**

SB: Congratulations Heidi Hanrahan & Jeffrey Groff were professors of year! Stacey Kendig is this year’s nominee.

HH: Welcome George Ray from College of Business!

Please be helpful to students to finish remote exams. SB: If you notice a student not doing well, send them email and ask if there is support you can refer them to (counseling, academic advisement, etc). Our retention is higher than its been in years.

Robert Anthony: SU has responded to COVID well. Maybe craft a letter to administration congratulating them on their successful work with policy. A lot of folks (staff, facilities managers) on task force as well.