



## Faculty Senate 2019–2020

**MINUTES: April 22, 2020**

Over Zoom

6:00-8:00 pm

**H. Ferguson, Chair; R. Wells, Recording Secretary**

**Present:** B. Ade-Oshifogun, S. Badenas, K. Bailey, G. Chi, A. Coria-Navia, H. Ferguson, B. Gibson, O. Glanz, T. Goodwin, B. Henry-Saturné, J. Lim, P. Lyons, B. Maguad, M. Murray, D. Penno, D. Randall, K. Reiner, C. Stuart, R. Wells

**Regrets/absent:** B. Dent, G. Doss, C. Gane, K. Hall, G. Gregorutti, D. Habenicht, J. Markovic, S. Marques, M. Pittman, R. Orrison, D. Taylor, X. Xu

**Guests:** L. Ahlberg, T. Lowing, L. Weldon, L. Carroll (Staff Senate Representative)

### **Votes & Actions taken** (numbers [n] represent items on original agenda)

**[2] Minutes of February Senate Meeting, Emergency March 2020 Senate Meeting, and March (on April 1) 2020 Senate Meeting. MOTION:** To approve the minutes as presented (R. Wells). Seconded; **VOTE PASSED.**

#### **[4] Council/Committee Reports** (J. Lim)

##### **Undergraduate Council:**

3/8 email

--vote on actions from the ACE committee, mostly transition related items

##### **Graduate Council:**

(no minutes to report; no quorum)

##### **Academic Operations and Policy Council:**

2/3

--discussion about potential effects of coronavirus

--ACE and UFO rubric updates

--updates from various areas

2/24

--answers to AU UFO questions from Feb 3

--is the AU UFO part of university outcomes? It will replace them

--academic key performance indicators discussion

3/30

--updates on COVID19 and cocurricular, pass/no credit options, ACE package progress

--international students are not able to get visas right now

##### **Faculty Policy & Development Council:**

1/13

--search committee procedures for officers and faculty

2/10

--Discussion about post tenure review; no policy yet for this

--Vacations and holidays policy was tabled

##### **AU UFO Steering Committee:**

2/25

--further attempts to simplify AU UFO

3/3

- alignment of performance indicators to rubrics
- worked on proposal to UGC, they sent it back to make decisions

Further info from A. Coria-Navia

- committee has completed its work; link is on the provost's invite for the April 27 meeting
- every program will be asked to see if they can complete these outcomes, and what training and support do they need to align with them? and do these reflect our institutional values?
- discussed at April 27 General Faculty meeting, but then need to be voted at UGC and GC, and then Senate May 13
- administration over the summer, to the board in October
- would like a discussion forum in LearningHub to provide feedback in other ways
- now called "institutional outcomes" not AU UFO

#### **LearningHub Ad Hoc Committee:**

2/19

- 32 peer institutions; only 3 require some use of the LMS, 2 were defensive, one requires gradebook
- students want to know their grades, that was their top issue; complaints about cluttered LH sites

3/11

- instructional reasons to not give feedback to students all the time (self reflection and processing)
- instructional reasons to not use digital tools as well
- requirement of some minimum usage would bring up capacity to be ready in emergencies
- review of preliminary faculty feedback
- 96% of respondents were using a tool, but 54% said it should not be required (academic freedom)
- recommendation for regular feedback to students
- suggest an initiative rather than a rule (students ask, cluttered LH sites, etc.)

#### **Liberal Arts Council:**

3/23

- worked on terms of reference, co-chairs, and General Faculty presentation

#### **Race and Justice:**

(no minutes to report)

#### **[6] ACE Update**

L. Weldon shared about the new ACE package on the ACE website. ACE package table and ACE substitutions are linked on the site. [www.andrews.edu/employees/committees/ace](http://www.andrews.edu/employees/committees/ace)

ACE transition policy: If students want to do the new ACE, must switch bulletins and accept all of the changes with it.

Various one year temporary exceptions for professional programs, as well as temporary substitution courses.

Discussion:

- still need to have ACA conversation
- how to report about ACE to the committee
- less flexibility in the schedule with new wellness course (AU is fairly unique in this course structure)
- new ACE petitions will be reviewed by the entire committee

#### **[5] Search Committee procedures**

- policy is that there should be search committees for associate deans, but it seems that practice was not following that; FPDC wants to change policy to reflect practice, or v. v.
- if this position is less than half time, the person can be appointed, seems to be no opportunity for people to apply

Discussion:

- no process for people to weigh in on whether there are problems with this decision
- would this person be the best fit, what about things that might not be known by the dean?

- no equal opportunity to apply or access
- associate and assistant deans are stepping stones for further administration
- part of this is perhaps practicality, but the rationale is not clear
- some may only accept it with being appointed; consultation with chairs, but approval not required
- policy did not distinguish between types of deans in the past, seemed to demand a search committee for someone with a 25% position; now have search committees for deans with over 50% appointment
- concern that this is just for 50%, with no opportunity for others to apply
- need to ask for some clarity in practice
- would help to have things further spelled out, to avoid structural biases
- the assumption with a search committee is that everybody knows, but statement implies choosing

**MOTION:** To refer the policy back to FPDC with request for clarification on the rationale, and to consider the function of search committees in broadening the range of possible candidates to be included within the mechanism of appointment. (K. Bailey). Seconded; **VOTE PASSED** (14 yes, 0 no, 1 abstain)

### **[7] Final Exam/Assessment Update**

- the recommendation for finals do not have to be exams
- 3 times have been added to utilize as make up sessions for the exams; faculty need to make sure these are for make-ups, not the whole class alternative

## **Senate Discussion & Announcements**

### **[1] Worship & Prayer: (R. Wells)**

Deut 10 showcases God's love for us, and ultimate sovereignty. God also changes our hearts, and helps us to love others, especially in these challenging times.

### **[3] Effective Teaching and Learning Council and Center for Teaching and Learning (A. Coria-Navia)**

The ETLC Year in Review was shared, with thanks to many faculty who contributed. This model to support faculty with such a low budget is unique, and an article is being written to share with other small institutions.

Some of the offerings this last year included: Faculty book club, Faculty Technology showcase, Lunch and Learn, off-campus guests, Toolbox sessions, special workshops. 115 individual participants, with 300 overall; half of all faculty attended at least one this last year.

Events supported included May retreat, Faculty Institute, etc. Individual support is also possible through formative dialogues, Mentoring program, connecting faculty to assistance they need, and Innovation in Teaching and Learning Grant.

Discussion about what is needed for professional growth in the area of teaching, especially regarding the May Retreat and Faculty Institute.

- implementation of new ideas in August is challenging
- perhaps a Faculty institute now can help us be more responsive to COVID-19; we can be more agile if we figure out what we learned from this and pool our knowledge
- what are the focus points: talk about what happened last semester, what went well, what didn't--also need to build relationships with colleagues across the University (like at lunch time at Faculty Institute)
- sessions on teaching, advising, etc. in Faculty Institute
- times getting together as faculty
- Now: Lessons learned for remote teaching to guide more focused planning for an uncertain fall
- Future: Targeted mini-institutes at transitions between semesters. Increased focus on building faculty relationships.
- Now: learn about things people did now during this time that they will definitely keep moving forward (things that people got thrown into, that they want to keep doing, though stumbled into because of this situation)
- Now: discussion forum while fresh in mind; August follow up on those discussions
- Now: Discussion groups regarding methodologies and lessons learned post COVID-19 immediately after spring 2020 semester.

**Next Faculty Senate meeting:** May 13, 2020.