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Faculty Senate Executive Committee (FSEC)

Meeting #11, August 3, 2021

9:00-10:30 AM, via Zoom

MINUTES

1. President Cardany called the meeting to order at 9:02 a.m. Senators Welters, Nassersharif, Meyerson, Maier-Sperdelozzi were present. Vice President Rice was not in attendance.
2. Announcements

President Cardany explained that at 9:15 a.m. Assistant Vice President Larsen, Assistant to the VP for Administration and Finance Moos, and Senator Barbour, Chair of the Constitution, By-Laws and University Manual Committee, would be joining the FSEC meeting at 9:15. In order to accommodate the guests, she requested moving Discussion Item 5a, Policies, up on the agenda. The FSEC members were in agreement.

 - a. President Cardany updated the FSEC on the status of the Senate Committee appointments. She announced that the committee appointments have been confirmed, chairs have been appointed for six of the eight committees. She will contact the full committee membership of those committees with an offer to help convene a meeting in order to elect a chair.

She expressed that work on the joint committee appointments is continuing.
 - b. President Cardany updated the FSEC regarding the FS Coordinator position. She relayed that approval had been given to start a search for the position. She asked the FSEC for volunteers or recommendations for candidates to serve on the search committee.
 - c. President Cardany initiated discussion on a meeting she attended regarding vaccination requirements. Present at the meeting were Provost DeHayes, Vice Provosts Veeger, Bodah, and Libutti, as well as AAUP representatives Executive Director Walsh and President Reuman. Discussion included anticipated messages being sent from the administration encouraging students, faculty and staff to be vaccinated. Vice Provost Libutti is working with affinity groups and influencers to encourage individual faculty to consider sending out messages. Executive Director Walsh stated that no negative responses from faculty had been received. President Cardany explained that currently there are no plans for a mask mandate, though the Provost is pursuing mandatory testing for non-vaccinated individuals and voluntary testing for vaccinated persons. The FSEC agreed that the situation is evolving and care needs to be taken in the messages that go out.

President Cardany, due to time constraints, requested agenda Action Item C and Discussion Item B be the next items discussed. The FSEC agreed.

3. Approval of minutes

- a. The minutes from meeting #9, July 20, 2021 were approved.
- b. The minutes from meeting #10, July 27, 2021 were approved.

4. Action Items

- a. The Academic Integrity Policy will be discussed at the August 10, 2021 meeting.
- b. Emeritus Access to library and online resources was postponed until the August 10, 2021 meeting.
- c. President Cardany told the FSEC that the Special Summer Curriculum Committee meeting had taken place and requested approval for urgent curriculum items. The items determined to be urgent were five proposals to create online versions of courses for the fall 2021 semester. The courses were CMD 460, Speech and Language Disorders; FLM 220, Topics in Intermediate Film Production; HIS 304, Western Europe in High Middle Ages; MGT 443, Organizational Design and Change; TMD 326G, What is Good Design. The FSEC discussed and approved the proposals for online versions. The courses will appear on an informational report to the September 30, 2021 Faculty Senate meeting.

5. Discussion Items

- a. At 9:15 a.m. Assistant Vice President Larsen, Assistant to the VP for Finance Moos, and Senator Barbour, Chair of the Constitution, By-Laws and University Manual Committee, joined the meeting to discuss university policies, the most appropriate location for accessing policies, and the need for consistency in policies.
 - i. Assistant to the VP Moos provided background on his charge of policy coordination work. His goals included looking at policies across the institution to get a sense of where they live, coordinating university policies not connected to a specific department, having a single location for the Board of Trustees, academic, and University policies. He found that there are multiple versions of policies posted and feels standardization and coherence across the university is advantageous. President Cardany suggested that the issues to be discussed could be separated into two concerns: first where should policies reside, and second formulation of a template for policy consistency. Chair Barbour pointed out the University Manual is not a Faculty Senate Manual but a University Manual as demonstrated by the preamble. She also stressed that Chapter 11 details the procedure of changes to the University Manual which were skipped in the development of the website. Chair

Barbour suggested that the language between the policy website and the University Manual needs to be coordinated to avoid noncompliance with established procedures. Policy ownership was discussed. Senator Nassersharif commented that the Policy on Policies listed on the website indicating the VP for Administration and Finance as owner is different from the Policy on Policies developed and under the purview of Faculty Senate. He stressed the importance of policies reflecting not only the owner but also who approved the policy. Further discussion will be needed to determine the best practice to have the University Manual Appendix G and the policy website in agreement.

- b. President Cardany discussed with the FSEC that she and Student Affairs Vice President Collins had developed a religious observance joint statement between the Division of Student Affairs and the Faculty Senate. The FSEC reviewed the statement and had no objections. President Cardany assured the FSEC that a more in depth conversation relating to religious holidays is on the agenda for discussion with the Provost and Vice Provost.

6. New Business:

President Cardany called for any new business.

Senator Meyerson suggested as a way to engage with colleges a FSEC member or Faculty Senator could make a brief presentation at the individual college's meetings every semester. The intention would be to keep all faculty abreast of Faculty Senate business, educate and inform about shared governance, and provide outreach to the college. Senator Nassersharif seconded Senator Meyerson's suggestion, stressing that it could be a member of the FSEC or a current senator. He suggested the FSEC agree on a template for the presentation.

In another point of new business, Senator Nassersharif stated that in the past the President and Provost would each attend meetings with the full FSEC. There would be meetings at least twice a semester and once in the summer for each. President Cardany thanked Senator Nassersharif for the reminder. Once the FSEC calendar has been decided in the next week, these meetings will be scheduled.

The meeting was adjourned at 10:31 a.m.