

Faculty Senate Executive Committee Meeting
Minutes
April 20, 2020

Please email corrections to Faculty.Senate@nau.edu.

1. Call to order/Acceptance of Agenda and Minutes—Gioia Woods

Faculty Senate President Gioia Woods called the meeting to order over Zoom at 3:02 pm.

Agenda accepted.

- **Those present (electronically):** Gioia Woods, Tammy Mielke, Marianne Nielson, Kate Ellis, Ira Allen, Gerald Wood, Benning Tieke, Ed Smaglik, Sibylle Gruber, Dorothy Dunn, Jessie K. Finch, Bruce Fox, President Rita Cheng, Provost Diane Sterns, Alexandra Carpino, Pradeep Dass, Susan Harris, Therese Meyers, Tiffany Redies, Michael Smith, Theresa Bierer, Claudia Sturgis, Rick Stamer, Blase Scarnati, Paul Lenze, Laura Bounds, Rebecca Rinsema, Karen Renner, Thomas Ross, Laura Blank, Nora Dunbar, Meredith Heller, Christopher Doughty, Lisa Tichavsky, David Auty, Marieke Taney, Joe Wegwert, George Speer, Steve Burrell, Gregg Schneider, John Lee, Scott Raab, Jieun Lee, Shirley Navarro, Laura Karnitschnig, Kathleen Finlayson, Mohamed Mohamed, Melinda Marie, Lori Wilson, Rodrigo Bastos de Toledo, Grace Okoli, Jeannie Copley, and Jaime Yazzie.
- **Those Absent:** Danielle Ross
- **Also Present:** Roger Bounds, John Masserini Steve Burrell, Laurie Dickson, Dan Okoli, Stephen Vedral, Flower Darby, Gayla Stoner, Mark Ruppert, Don Carter, and Andrew Lacona

2. Faculty Senate President's Report—Gioia Woods

- March Meeting canceled. We will have February minutes available for the next meeting.
- Faculty Senate Executive Committee met twice for an in-depth briefing with the NAU President and Provost. Issues discussed included the rapid transition to remote, student support services (residential, teaching and learning). The FSEC identified the following three main faculty concerns:
 - Pass/Fail Policy: FS provided feedback on revised P/F Policy. Provost Office announced via email on April 2. John Masserini reported 1,585 students requested P/F for a total of 5000 course as of April 20.
 - Student Opinion surveys: Laurie Dickson and her team received feedback from FS and various constituencies across campus. Two questions were added that directly asked students to describe their experiences with remote learning. The survey is open on April 21.
 - Tenure Clock Delay: FS working with Provosts Office. Stay tuned.
- ABOR meeting highlights: Regents discussing news from legislature, moving business forward, and working on updates to general education plans.
- AFC: The three university faculty leaders are working closely during this crisis.
- Based on the inundation of questions, senate launched Q&A forum: *Faculty Matters!* <https://j.mp/faculty-senate>. FS President monitors daily and forwards questions to folks who can provide answers.
- Open discussion: Faculty Senators shared challenges, questions, and innovations.

- Many students tried to access AMOS program. Some were unable to install.
- **Bandwidth issues:** Many students in areas where bandwidth is weak or limited. President Cheng worked with President Jonathan Nez on the Navajo Nation, but there are issues with equipment and complying with Navajo Nation 57-hour mandated curfews on the weekends. Students do not have permission from NN President Office to go to Wifi spots. They are maintaining curfew by national order. Cameron and Blue Gap have limited bandwidth on the reservation. *How do we troubleshoot this with our students?* Faculty concerned there will be many incompletes. Even with wifi spots, there are many “dead zones” on the nation for cellular coverage. Faculty are able to turn on the ability for students to use landlines to connect to Collaborate and Zoom sessions.
- **P/F policy:** Because of accreditation, graduate students may not be able to use P/F. Students needs to check with program requirements. Work sheet is available regarding how to make a decision about P/F, Gerald Wood/Rebecca Campbell.
- **Evaluation/Student Opinion Survey Update:** Everyone is grieving, there is going to be a lot of pent up feelings about this. We should expect and figure out ways to look past some angry comments on the student opinion survey. FSC/ARC committees and provosts office need to keep this in mind during P&T process.
- **Planning Virtual Brown Bag: Units should develop multiple modes of evaluating teaching beyond the student opinion surveys.** Faculty Senate Brown Bag will look at alternatives to student opinion surveys and tool kit.
- *How do we elicit participation in an online environment?* Ask them to make comments on discussion boards. Students unresponsive? Complete a CARE form. *Does anyone know what the Dean of Students is trying to do with this information, good question, what happens on the other end of the CARE form?* When a faculty member submits CARE, ITS is contacted to see if student have logged in and monitor online activity. If ten days have gone without any kind of online activity, call numbers that are in Peoplesoft. If those are not useful, then they will transfer to the police department, until they find out what is happening with the student and that they are safe.

3. President’s Report—Rita Cheng

- Thanks to efforts to put all courses on a virtual platform. Appreciate the complexities of this situation.
- Economic Policy Institute partnering with the county to model recovery plans. PPE has been pulled out of labs and has taken them to Flagstaff Medical Center or County to provide supplies. NAU is also making masks and shields as well as collaborating with GORE for filters and masks. FMC is down to a month’s supply.
- There will be a celebratory virtual commencement and an in-person graduation ceremony for graduates back in the fall. NAU will be hosting a virtual student research symposium on April 20-24. Students are planning the NAU Sustainability awards as well.
- Cline Library is effectively closed except for the study area on the first floor with access to computers. Study rooms are closed due to social distancing regulations. Students are checking out laptops. Many commuter students are coming to campus for the use of internet.

- Recruitment activity includes virtual tours, discussions with high school counselors, virtual discover NAU. 700 students and families logged in. Another one planned in the near future. Students are applying and accepting as well as making deposits.
- Modeling many scenarios for next year in enrollment, if we are online, limited residential experience, etc.
- On April 17, Office of President sent a message to campus. A 2020 COVID-19 Recovery Work Group will convene to help think through decision-making. There will be outside forces that will dictate some decisions (CDC guidelines and health and safety)
- Some decisions will be made for the summer/fall in late May and June.
- Financial Update: Enrollment expected to be down. State of Arizona has already cut 7.2 million dollars. They are discussing a \$1 billion shortfall in revenues on the stateside.
- *Questions:*
 - *What is happening with faculty searches in light of the financial situation?* HR asked to provide information with outstanding faculty and staff searches.
 - *Curious about students who are on probation, is there any information from Office of Scholarship and Financial Aid on satisfactory academic progress?* Financial aid can afford some leniency by the CARES Act. Students should contact Office of Scholarships and Financial Aid if they have questions.
 - *What metrics will be used to determine whether NAU will take furloughs?* A range of estimates from \$30 to \$100 million loss, depending on what happens in the fall. \$30 million is a 15% enrollment decline, 100 is a 30% enrollment decline plus not being on campus. Allocations in budget that may be able to be deferred, capital projects, class upgrades, open positions that we can defer hiring. NAU will have stimulus dollars to offset costs at institutional level. Another \$11 million for student aid.
 - Request to see more from upper administration about the ways that the humanities are part of the meaning making process in this situation.
 - *How is the university working with the city to catch re-bonders? How are we preparing to work with Flagstaff to catch as much of that as possible? Keep in mind the more we can preserve on campus, the more we will have to offer people when they come back.* Showcase Flagstaff and NAU as remote location with clean air and safe, rural environment.
 - *For the summer, when faculty are not checking email as regularly, what other avenues for communication to communicate with the campus community?* Please check emails more regularly to stay current and check out: <https://nau.edu/coronavirus/>
 - *Are folks from diversity and inclusion team in COVID-19 workgroup?* Gabe Montano, diversity fellow, included.
 - *Does any stimulus money support students who have lost jobs and ability to come back to university?* Total of 23.6 million, half of that is for aide for students, direct. Other half is for institution. Trying to find more information for how aide will help students, there are concerns that it may be taxable.

4. NAU Provost Report—Diane Stearns

- Thanks to Senate and FSEC and deep engagement with the provost's office as temporary policies have been moved through.
- Provost Office is assessing many variables and quick changes for modeling.

- Tenure clock: Office is close to having something that can be vetted. It will be voluntary.
- “Best” bad scenario: Most of academic affairs budget is salary. Office is looking at a range of options. Considering not refilling an empty position, decrease the need for someone who is on campus and faculty workload. COVID-19 group is important. FSEC is going to be very important.
- There are 83 open positions in various stages, TT/NTT. Provost will meet with President to brainstorm. We need to deal with it in the short term. We asked the Deans to pause for the week. It is a test at the end of the semester and end of the fiscal year.
- *Questions:*
 - *When you say pause, what does that mean?* Senate can be helpful in engaging units in discussion of workload. It will depend on projected enrollments.
 - *Will Tenure clock be looked at for not just for those who applied already but those preparing for next year? Are you considering sabbaticals and whether they remain in place for next year?* So far, no problem with people asking to delay them. Unit leaders will have to factor in carryover in delays with new applications. Preference should go to those who were in line first.
 - *Some units have a high number of instructors and NTT faculty who are teaching lower division classes that are highly dependent on enrollment numbers. Have you thought about how to address change in renewing contracts for these NTT faculty if enrollment numbers drop off?*
 - *Could a person choose to delay tenure clock twice?* There would be a point and time when faculty choose the option to delay tenure clock, and then that’s it. This has to be selected very carefully.
 - *What about if a faculty member has a baby that would impact this or stack delays?* There is a mechanism for unusual circumstances, individual special case can be considered. There are unique circumstances that might be cumulative.
 - *Do we go ahead with new programs, which need new instructors?* Interested in new programs that could attract students. Can you launch without new faculty?
 - *Will delay in tenure clock apply to NTT going up for promotion?* No, it only applies to those with mandatory clock. It can be delayed since it is not mandatory.
 - *Are course fees being refunded?* Looking at that on a case-by-case basis and if there was a clearly defined cost that is not being used.

5. Committee on Best Practices and Expectations and Online Teaching—Laura Bounds

- Committee received exceptional feedback. Senate clarified vague areas. This work started in 2018. There will be a comprehensive website that will accompany resources for faculty, students, program and institutional for online learning. Goal is to improve online learning experiences for all. Part of this began when we had federal regulations regarding online classes. This was a toolbox to help new faculty to be successful.
- Question: *What is the role with SOE, evaluations, etc.?* (Purpose of these documents are to be guideposts. Guide and inform to practices in teaching. Not tied to an SOE, it may be able to serve as a guide to help in developing a plan with a chair.)
- **Senator vote in support and approves this document: Laura Blank moves, Marianne Nielsen seconded. No oppositions, two abstentions. Approved.**

6. Teaching Stream/Committee and Council Reports

- **Scholarships Committee:** Reviewed 20 applications, narrowed to top three, and determining final recipient of \$1000 scholarship for academic year. Next meeting we will have that name.
- **Elections, Edward Smaglik:** Emails sent out to colleges two weeks ago, asking them to run elections for new senators and senate sponsored councils. The committee should have information at the end of the month. Elections are two stage. The second stage happens at the last meeting, May 4. The second stage will be digital to elect councils and committees, liaisons, etc at a later date. An opportunity to reach out to new senators this way. Before first summer senate meeting in June, vacancies will be worked on through the summer. If interested in serving, nominating self or others, please send out an email to Ed. This will delay elections to the FSEC as well.
- **Rights and Responsibility, Bruce Fox:** Putting in teaching stream language into COFS so there will be a complete document. This includes clarifying language to grievance language, re-iterating issue of non-TT faculty descriptions, and clarifying positions and promotions for those positions.
- **NTT Council/Teaching Stream Proposal:** NTT Council received a lot of feedback and continuing to solicit feedback. Situation permitting, council is hoping to host forum in the fall. They received 151 responses to online survey, which is about 14% response rate. There is a lot of support voiced. 356 mentions of positive themes response. 166 mentions of concerns. 181 current lecturers stand to benefit from the proposal. (58% of current lecturers, which is 29% of all NTT faculty.) 130 non-terminal degree lecturers stay in their same current classification (38% of current lecturers, 21% of all NTT, ~12% of total). 50 current instructors also do not benefit (should be temporary lines).
 - Timeline issues: NTT committee highlighting salary discussion as important affects the timeline. To put this on the books without the ability to address salary may seem disingenuous. There may be a second round of feedback. There is not pot of money for this. We need to get budgets in order. If we want this funded and prioritized, board will be concerned about budget.
 - Question: *Will Provost Stearns commit to not reducing tenure density if Teaching Stream passel?* Yes.
 - Next concrete step is forum in the fall. Encourage faculty to complete SharePoint feedback.

7. Strategic Space Utilization Report—Dan Okoli and team

Moved to next meeting

8. New Business and Adjourn

There being no further business, the meeting was adjourned at 5:19 pm.