

**Faculty Senate Meeting
Minutes
November 16, 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 3:01 pm.

Agenda accepted.

October 26, 2020 Minutes approved and available on the [website](#).

- **Those present (electronically):** Gioia Woods, Ed Smaglik, Jessie K. Finch, President Rita Cheng, Provost Diane Stearns, Aaron Divine, Alexandra Carpino, Alvina, Amanda Pollitt, Andy Wang, Angie Hodge, Astrid Klocke, Becky Pratt-Sturges, Blue Brazelton, Bruce Fox, Cat Edgeley, Chelsey E. Johnson, Chrissina Burke, Claudia Sturgis, Constantin Cicocanel, Daniel Serpas, David Albritton, David Weber, Deborah Craig, Diana Shenefield, Donelle Ruwe, Donna?, Ed Hood, Elizabeth McPhee Berney, Ellie Blair, Emi Isaki, Emily Manone, Gavin Yulei Zhang, Gayla Stoner, Grace Okoli, Gretchen McAllister, Ira Allen, Jaewook Lee, Jennifer Duis, Jill Christensen, Jodi Carlson, John Georgas, John Joseph Doherty, Jonathan Lee, Juliana Suby, Kara Attrep, Karen Sealander, Karen Renner, Kate Ellis, Kimberly Gould, Kristen Waring, Laura Blank, Laurie Dickson, Lisa Tichavsky, Lorie Kroneberger, Luke Maring, Mahendra Joshi, Mandy Dang, Marianne Nielsen, Melody Waring, Meredith Heller, Michelle Thomas, Nancy Barron, Oaklee Rogers, Patricia Frederick, Paul Bakke, Paul Lenze, Peter Friederici, Rakesh Pangasa, Rebecca Rinsema, Reiko Akiyama, Rick Stamer, Rodrigo De Toledo, Ruth Whisler, Samantha Clifford, Sara Shuman, Scot Raab, Sibylle Gruber, Tammy Mielke, Tarang Jain, Theresa Carlson, Therese Myers, Tracye Moore, Wendy Rountree, Whitney Stefani, William Johnson, Xavier Segura, Timothy Corvidae, and Jaime Yazzie

2. Faculty Senate President's Report—Gioia Woods

- FS President thanked the entire faculty, on behalf of the FSEC, for their work this semester, developing and designing meaningful learning experiences for the students.
- Upcoming ABOR meeting is on Nov. 18 – 20 (Wed-Friday). Wednesday is an executive session. The meeting will center on discussion of the three universities, peer institution, developing criteria for institutions in different domains. On Thursday at 9:15 am, an annual report on post-secondary attainment, at 10:10 am, there is a legislative update and at 11:10 am, the board will look over NAU leadership characteristics for voting/approval.
- Faculty Rights and Responsibilities (R&R) Council will be reviewing and recommending Conditions of Faculty Service (COFS) revisions. Send questions to Paul Lenze, R&R Chair, and Bruce Fox. The committee will meet with Roger Bounds and Astrid Klocke to move forward on these issues.
- All Title IX universities had to adjust to new requirements for non-discrimination and anti-harassment. The policy was constructed without the vetting of faculty. In the spring, the Senate is going to take this up in a broader way. While at policy library, look at the interim policy that has replaced the SWALE document.

- The Teaching Academy is hosting Teaching Day events monthly on Friday at 10:30 am. First session will be on Jan. 7, covering best practices for teaching effectiveness and everyday teaching inclusive pedagogy. Second session on Feb. 5 will address inclusive course design. Third session on Mar. 5 on inclusive learning environments and inclusive course administration. Please get involved with presentations/attend sessions.

3. NAU President's Report—President Rita Cheng

- President Cheng provided a campus update for the fall semester and the upcoming spring semester, covering COVID-19 efforts, diversity statistics, and enrollment. Please view slides on Faculty Senate BBLearn Forum.
- NAU testing is completing 3,000 tests/week. Over the last five weeks, positivity rate on campus has been below 4%. Coconino County's positivity rate however is 11.2%. NAU Fieldhouse testing closed from Nov. 25 to Jan. 4. Spring semester begins Jan.11 with NAUFlex remote delivery. In-person classes begin on Jan. 25. Spring break postponed to the end of the semester. Students will be required to provide a negative test result when returning to campus housing. NAU has public health initiatives, research, and services addressing COVID-19.
- Virtual Commencement will be Nov. 22 at 1 pm. More than 2,500 students graduating.
- NAU seeing increases in first-generation/diverse student enrollment. 4-year completion rate for students of color has increased by 14.5%, since 2014. Association of Public and Land-grant Universities (APLU) recognized NAU's work for promoting student access and success. NAU was named the winner for the 2020 Degree Completion Award. NAU will be applying for Hispanic-Serving Institution status with 25.2% enrollment.
- Overall, enrollment headcount declined by 3.8% but graduate enrollment increased during this time. AZ residents account for 66% of enrollment. Online also increased, graduate and online were efforts that were put into place several years ago. Enrollment challenges of the decline of headcount includes statewide, Flagstaff, and online combined.

4. NAU Provost's Report—Provost Diane Stearns

- Provost Stearns began by encouraging everyone to check out the ABOR meetings and provided an update on national trends and enrollment. ABOR has two policy readings on general education and revisions for civics and academic programs.
- The Chronicle has reported that international student enrollment is down. The US State Department has shown in the last four years, the number of new enrolled students has gone down 43%. This is attributed to competition from other countries, the political situation in the US, and improved educational opportunities in home countries. Daniel is working with a team on competitive attractive programs.
- The National Student Clearinghouse Research Center shown undergraduate enrollment is down 4.4%. First-time students are down nationally by 13%. Underserved students are down even more. They reported public enrollment is down 164,000 students since last June.
- There could be a rebound in enrollment. Things look favorable for winter but it is a fluid situation.
- **Questions:**

- **How does comparator discussion filter down into the Statement of Expectation (SOE) work/life expectation for faculty?** It might be beneficial to look at institutions (i.e. Sacramento State, Montana State, etc.) that are like us in terms of policies. See it as a way to see who we look like. In the past, the conversations focused on outputs and our success.
- **Is Campus Health going to be open during the break for testing? If so, do you have to be symptomatic or can you go in the way people have been going into the fieldhouse?** Campus health will be open. If you do not have symptoms, rapid testing is not a useful test. If you want asymptomatic testing, go to Ft. Tuthill.
- **Grades are due Dec. 1, very soon after the holiday Nov. 26, which doesn't give people time to grade. For the spring semester, perhaps people can have a little more time to complete grades. The schedule seems very compressed.** Provost Office is working through options for spring. If we extend the grading deadline, this would add a delay to degree posting.
- **What leeway/guidelines does a faculty member have for turning a class into online only if there is low attendance in classroom?** Currently, there is no resolution. The Provost Office is working on this.

5. Discussion: What's the right class size and why? – Parliamentarian Alexandra Carpino

Parliamentarian began the summarizing the process for the fall semester and the conversations on Faculty Matters Forum. The process was haphazard and cannot be used in the future. There was no consideration for a variety of factors.

- Common Themes in Faculty Matters Forum: No one size fits all model. Any policy needs to be collaborative and flexible. Concurrent educational impact on students in these bigger classes. There are economic considerations for the size of classes. Guidelines that can be presented to chairs as we work through SOEs.

Discussion

- If we want to retain students for four years, then we need to ensure students are not lost in big classes. Going forward, freshman retention needs to be part of the discussion. Freshmen need more faculty interaction and large classes are contradictory.
- Discipline specific pedagogical practices (the arts and project based classes) and accreditations have to be considered. Including classes that have heavy interaction between students. Differences as well: math, different styles of instruction, lecture, vs. presentation.
- Unsustainable numbers in Writing classes, Capstones, and Graduate classes with 30 students. One comment from the chat: "Writing classes were definitely pushed beyond the limit for enabling successful interactions/commenting/learning outcomes."
- Just because a class is online doesn't mean it can have a huge enrollment.
- Determinations that are collaboratively determined.
- *Provost is taking notes and would like to mention we want to have as small class sizes as we can afford. NAU may need to have some big classes to afford some small ones.*
- Mixture of small and large classes that supports the students.
- We need guidelines and thinking of where and who develops them. In considering who should be charged with this: senate is a good place to start as well as departmental feedback/participation.

- From an emergency management perspective, this needs to be a unit level guidance. Administrators, when meeting with chairs, encourage them to work with units to develop unit level guidance. The guidelines need to be driven by people who understand the discipline.
- *John Georgas added another challenge we experienced is we did not have the full breadth of how to meet student demand.*
- In closing, we have to think about people—both faculty and students—and sustainability.

6. Discussion: SOE/Workload policies and procedures – Treasurer Karen Renner & Vice President Ed Smaglik

FSEC had conversations with the Provost Office on workload changes/concerns/inconsistencies. FS Vice President summarized the outcome of these meetings: form a committee to evaluate and develop documents. We need to consider the impact of the COVID-19 pandemic on changes which may not translate post-pandemic.

Discussion in response to: If we were to have university-wide documents to address SOES and workload, what should be in a document like this?

- Reexamination of course load and grading.
- Non-Tenure Track (NTT)—who are publishing and teaching 100 person classes—should be given consideration of a fairer allocation of time, research, service, and teaching. An SOE similar to tenure track, when NTT are doing similar workloads to the TT faculty.
- Clarity of chairing a dissertation on one’s workload.
- Faculty do not have all the time to revise classes, the time required to revise a class is not considered in workload. Time not compensated with regard to training. The time frame should be looked at and quantified so faculty are fairly compensated.
- Many aspects of workload aren’t captured in capstone or fieldwork expectations. Units need to be able to identify/clarify what a teaching/research load looks like.
- Faculty need to examine the actual effort that is required.
- Faculty member mentioned in chat: Texas Tech is taking an interesting approach to workload equity and workload calculations:
<https://ww.depts.ttu.edu/opmanual/OP32.18.php>
- We need to be using people skills in the best possible way. A plan that acknowledges that those who are great at teaching, research, or service are acknowledged for the work we do.
- One of the main inequities happens between NTT and TT faculty.
- Flexibility in the cycles of teaching and research load.
- *Provost adds these are great ideas and committed to funding the most generous loads we can afford as an institution.*
- **Questions: Currently, how are workloads calculated?** Looking at the number of classes, the percent and what the unit calculates. Always concerning when engaging in these discussions, if there is an answer to a question of “I don’t know”, Chairs and Deans should be fully knowledgeable. **How do administrators calculate workload, percentages, etc.?** We use internal/departmental policies. If a unit says a person has a “course release” and teaching is less than 10%, we record that. We are looking for the alignment of SOE to instructional alignment in the context of unit policies. **Where does 10% come from?** Rooted in long-term tradition/interpretation of the faculty handbook. 10% comes from three times the number of units, assuming a three credit class: nine

hours of work per week. **The student standard expectation from ABOR seems to have “morphed” into the standard expectation of faculty workload.**

- In closing, we need to rethink what is the work we are doing and not rely on old numbers. Turnover of faculty is high and workloads can contribute to this.

7. Discussion: Faculty Demographics – NTT Council Chair Jessie K. Finch

- NTT Chair shared data provided by Laura Jones, Chief Institutional Data Officer, and data of provided by Karen Renner of Faculty Turnover rates. NTT Chair requested the number of non-renewals based on COVID-19, for cause, retirement, resignations, relevant racial ethnic, and gender demographics differences. Laura Jones indicated the data used for that is complicated and currently there are no official or certified numbers of those changes.
- Look out for a Call for Nominations from NTT Council for the NTT Spotlight newsletter.

8. Council, Committees, & Search Updates

- Council on Planning—Ira Allen: Counwil meeting with Astrid Klocke and John Georgas to look at faculty workload.
- Council on Faculty Rights & Responsibilities—Paul Lenze: Council worked with Bruce Fox on streamlining COFS language. Upcoming meeting with Astrid Klock and John Georgas to discuss recommended changes. Council will meet in December to finalize language. The goal is to approve by end of spring semester.
- University Library Committee—Marianne Nielsen: An architectural firm identified to make changes to the Cline Library. Please fill out a survey to provide input <http://dev.comap.sasaki.com/staging/clinelibrary/>
- Presidential Search—Kate Ellis: Town Hall on Leadership Traits was held recently. Advisory Committee met twice to work on elevator pitch, which will be voted on at ABOR next week.

9. New Business and Adjourn

There being no further business, the meeting was adjourned at 5:02 pm.