

**Full Faculty Senate Meeting
Minutes
November 21st, 2022**

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

1. Call to order - Kate Ellis

Faculty Senate President Kate Ellis called the meeting to order at 3:01pm

- **Those Present:** Kate Ellis, Jon Lee, Tarang Jain, Karen Pugliesi, Miriam Espinoza, Amy Rushall, Andrew Stevens, Karen J-S, Paul Bakke, Rebecca Seeger, Karen Sealander, Cynthia Ivy, Lisa Tichavsky, Michelle Mack, Karen Renner, Donna Simon, Katie Cinader, Jill Navran, Christy Arazan, Rodrigo Bastos De Toledo, Erin Stam, Deborah Mariage, Peter Fule, Julie Piering, Blue Brazelton, Alice Gibb, Michael Leverington, Michael McCarthy, Taylor Lyster, Jennifer Duis, Astrid Klocke, Tori Damjanovic, Laurie Dickson, Zach Smith, Pete Yanka, Austin Guida, Joshua Emery, Juliana Suby, Jennifer Russell, Roger Bounds, Blase Scarnati, Stephen Meter, Mohamed Mohamed, Samantha Clifford, Marjaneh Gilpatrick, Jane Marks, Jessie Finch, Hal Tagma, Linsey Graff, Andrew Iacona, John Tingerthal, Aimee Quinn, Gretchen McAllister, John Georgas, Karina Collentine, Oakley Rogers, Jane Marks, Blake Rayfield, John Doherty, Kara Attrep
- **Those absent:**

2. Approval of Agenda and Minutes - Kate Ellis

Motion to approve the Agenda and 10/24 minutes. Agenda voted on and **approved**. Minutes for the Faculty Senate Executive Committee (FSEC) meeting of 10/24 voted on and **approved**.

3. Faculty Senate President's Report: DRAFT Workload Policy - Kate Ellis

Faculty Senate President gives a report regarding upcoming events, and updates on the DRAFT Workload Policy that has been released to Senate members.

- 11/22 at 8:30am-9:30am in the university union is Coffee with the Provost
- Coffee with the Provost has been opened up to the Senate so that faculty members can have casual lines of communications with the provost about questions and ideas that they may have
- For those who cannot attend Coffee with the Provost in person, there will be a zoom version of this event that will occur in the spring semester, in which all statewide faculty can attend
- The DRAFT Workload policy was sent out to all senators, this document was developed last year, then submitted to the provost, which was then sent to the FSEC for approval to move to the full senate
- The FSEC spent entire semester revising and making revisions on this Draft Workload Policy which was then approved last week
- This workload policy is a framework for units and departments to create their own workload policy, due to the vast differences in colleges and units, this document will serve as a university policy that will act as a framework for departments and units to draft and implement their own college and unit policies, which will address their unique situation

- We will be having a robust discussion about this workload policy in the January Full Senate Meeting, in this meeting Senators will be able to discuss their ideas and concerns of the draft
- Senate President Kate Ellis, suggests that senators keep in mind that this Workload Policy Draft is a document that is designed to cover the entire university, thus requiring it to be less specific as some may recommend

Question: *Is there any way we can see a past workload document, to compare the new one side by side to see what change have been implemented in the new document?* The University has never had a workload policy so there is not a document to compare it to.

4. Provost's Report - Karen Pugliesi

Provost Karen Pugliesi gives an update regarding the academic affairs committee regarding our new general studies program, and current updates of other tasks.

- At the academic affairs meeting NAU's new revised General Studies Program was presented, this meeting went well and there was discussion regarding what it means to design a new stand-alone curriculum
- Discussion occurred with the board regarding the time it takes to implement the General Studies and NAU is back on track to be fully prepared to implement in **FALL 2025**
- In preparation for the implementation of the General Studies Program Provost Pugliesi will prioritize hiring faculty with an expertise and interest in contributing to the new program
- Provost Pugliesi discusses new metric targets that have been set up for the enterprise and operational work in the university, these metrics address retention, enrollment, graduation rate, student debt upon graduation
- Using these metrics that have been previously mentioned, we are creating a plan to grow and exceed previous recorded numbers of enrollment
- Recently, a message has come out from President Cruz Rivera regarding faculty, staff and student compensation, there will be a 4.5% increase starting in January and a raise in student minimum wage
- Implementation of a "floor" in faculty wage of all tracks, in this floor faculty will not be paid below a certain amount, this will be detailed more in the message sent out by the Provost office today
- A plan has been adopted to benchmark faculty salaries going forward, this shift will occur this coming year, this will ensure the investment in our faculty members, more information about this benchmark and investment plan was included in the message from the President's Office
- In the coming years, the University plans to have additional wage increases, there will be an additional 3% raise in the coming years, as an investment and "strategic bet" on NAU's success
- Provost Pugliesi discusses the Workload Policy and how it is general and has the ability to be flexible in each department, in the implementation of the policy, the

Provost Office will closely monitor progress to ensure that it is fulfilling the purpose as a framework document

- Suggestion to reach out to members of the FSEC, Provost Pugliesi, or Roger Bounds with questions about the draft of the Workload Policy
- There has been a large team that has been working with university partners, Arizona Western College (AWC) and Pima Community College, we have been working with these universities to collaborate and develop a closer relationship

Question: *Does the new faculty salary floor, being implemented in July, only apply to new hires, or current faculty members as well?* This is being set up in a way that is maximally generous, new faculty hired this fall will be eligible for this floor raise. *There is talk about recession, do we have reserves to withstand a recession, or will we have to lay off staff and faculty?* Unfortunately, Provost Pugliesi does not have all the information, but NAU does have some reserves, and NAU is projecting a rise in enrollment. NAU is trying to broaden access to students and families to admit more students.

5. NAU Campus Master Plan – Andrew Iacona & Linsey Graff

Andrew Iacona and Linsey Graff present a PowerPoint about the campus master plan for facility services.

- The master plan is a guide for development over time for the next 10 years
- A good time to think about what we learned and carry forward for the master plan, along with what values we want to uphold for the future
- Some elements of the plan:
 - Culture and sense of place
 - Equitable Place making
 - Planning for the future of space use
 - Integrating past planning
 - Total cost of ownership
 - Connected Campus: Smart campus elements
 - Systems Thinking: Circulation, open space
 - Asset management implementation
 - Climate Responsiveness
 - Community Dynamics
- Currently there is a steering committee from many different areas of the university that provide direction to the plan along with taking in suggestions from faculty and others regarding the process and plan
- There are many different focus groups that are in place and growing, in these groups patterns are being discovered with what needs to be focused on and answers
- There are 8 upcoming listening sessions with different deans and chairs to obtain advice and ideas
- Currently the task force is finishing up completing the first phase of the Master Plan, this phase is data analysis and using critical thinking to discuss what direction that the master plan will look to cover

- Here are some reoccurring themes that have been mentioned in our data analysis process
 - There are a backlog of projects and deferred maintenance that must be taken care of
 - Big moves – infrastructure
 - Small move – landscape
 - Sustainability should go beyond energy and carbon
 - Parking perceptions vs. parking reality
 - Refocus Student Life and Services to prioritize needs
 - Lumpers vs. splitters for wellness and services
 - There is energy around the edges of campus
 - Create parity for all campuses
 - Define the direction for research at NAU
 - A diverse student body has diverse needs
 - There are buildings that experientially aren't adequate
 - Large amount of opportunity located at Hat Ranch
 - Reimagine building managers into a more effective model
 - Move from title to task for work spaces on campus
 - Student Union modifications with emphasis on engagement
 - Active Learning needs active and incentivized training
- The campus master plan will be looking into the differences in ways that we are learning and teaching, by doing this they will be able to utilize the current spaces better for student and faculty needs
- Here is the [Questionnaire](#) for the campus master plan

6. Updates/Progress on Service Teams – Josh Mackey & Bjorn Flugstad

Josh Mackey and Bjorn Flugstad give an update on service teams especially regarding travel

- Travel is picking up and we are continuing to look at training and the format of it, there will be a recorded training option and we will look to update it
- There are many vacancies, and staff with less than 2 months of experience, because of this we have hired students who are wonderful and effective in the work they do
- Student reimbursement has been elevated to highest priority of reimbursement
- We are continuing to work on post travel approval and decided that those approvals are going to be moved to a lower priority, and we suggest you get the approval beforehand
- A suggestion regarding the training, for those who have traveled before, the second part of the travel training, which was an example booking, was very redundant
- Creating an annotated worksheet would be very beneficial for those taking the training to retain more information or to provide a refresher for those who don't travel as often
- Currently the Service Teams are collecting data and metrics to see what processes they must prioritize to ensure an efficient and effective process

Question: *There have been questions that have been asked regarding a continued delay on reimbursements for travel any update on this? If that is the case, we want that to be eliminated, currently we have been highly prioritizing student reimbursement, please reach out to the service team for assistance. They can also reach out to service team managers if you cannot get a hold of the service team member assigned. Some departments have a dedicated student support admin who is overworked and being shared between multiple departments, is this being addressed now? We currently have a very high vacancy rate across the university, we are looking across with academic leadership and departments to try and address this. In terms of travel teams, what is the length of time that we can expect to be added to these tasks that were completed locally? The goal that we have is for that to be approved in a week.*

7. Graduate Student Government Report & Updates – Rebecca Seeger & Taylor Lyster

Members of the Graduate Student Government gives the Senate Updates on their recent projects and upcoming plans

- 77 graduate students have been funded to travel for their graduate student program, the allocated funds that were spent on this travel was \$29,000
- Currently they are working in conjunction with the AFC to change their processes and procedures to better align with their processes and improve efficiency
- A request to have faculty members speak with graduate students and encourage them to apply for funding for their travel
- Recently the Graduate Student Government held their poster symposium with 14 participants presenting poster to audience and administrators
- An invitation has been extended to all faculty to attend the Spring Poster Symposium, the date will be released next semester
- The Climate Action Committee has been working on 2 projects, The Energy Efficiency Project, which is pushing to have the installation of thermal control window films in the physical science building; The second project is the Sustainable Landscaping Project which has a goal of installing a water system and native vegetation around the Franke College of Business

Question: *Do you have the deadlines on Graduate Assistant Travel Funds? Yes, the deadlines will be sent to you in chat: <https://nau-masterplan.webflow.io/focusgroups>. How successful are you in reaching graduate students who are statewide of online? We do send them emails to try and communicate with them and organize an event to get students in contact with each other.*

8. Affordable Learning Materials Initiative – John Doherty & Theresa Carlson

John Doherty discusses textbook affordability initiatives that Cline Library are looking to implement.

- Advance NAU gives their priorities looking forward to 2025
 - Broaden access & affordability

- Boost student success
- Raise retention & completion rates
- Increase Diversity, Equity, and Inclusion (DEI)
- Widen impact of scholarship
- Provide transformative learning opportunities through open pedagogy
- Enable lifelong learning
- Give NAU a competitive advantage
- Open Education Resources (OER) offers freedom to retain, reuse, revise, remix, and redistribute text
- Statistics given on how college textbooks prices have inflated, and many students have often not purchased textbooks resulting in a low grade or dropping a course
- Looking at NAU metrics, John Doherty shares that NAU Students, on average, spend \$900 yearly on required texts for their classes. Raising the question: How can we lower this for a students and enable them to graduate with less debt?
- Benefits for open education
 - Cost savings
 - Customizability
 - Day-one access
 - Equity & social justice
 - Sharing & collaboration
 - Diversity & inclusion
 - Innovation
 - Academic freedom
 - Student success
- Looking to provide lower cost and higher quality texts to teachers and students
- Currently there are subject librarians who are working on finding OER
- Partnering with textbook distributors to work out deals and creative solutions to support students
- They will go to deans to work with faculty to develop more OER content that can be provided to students to save them money.

9. Veteran Supportive Campus – Pete Yanka

Pete Yanka discusses Veteran friendly campuses and the Arizona Department of Veterans' Services

- Veteran Services has asked to implement a more formal training process for NAU in effort to support becoming a more Veteran supportive campus
- Every 2 years they are required to have 10% of NAU staff and faculty trained regarding veteran services, 25% of this number must be faculty
- Psych Armor training has been approved; a faculty member must create an account to complete the training.
- [Faculty & Staff Training](#) is the current link for training regarding veteran services and resources created for staff and faculty
- The total time of the training is 64 minutes

- There are always further training and opportunities, but this Psych Armor program meets the requirement
- Senate President Kate Ellis shows her high interest in this training, especially due to many faculty members having students who are veterans
- Discussion of sharing this at the Academic Leadership Summit to have those leaders spread the word and encourage faculty to complete the training
- Suggestion: if the senators model this, and pledge to and complete the training, this would encourage the faculty in their colleges to follow suit

10. Council and Committee Reports—Elections

The Council of Learning is currently working on a Teaching Portfolio Guide, they are planning to have a draft be released mid-February, and this will influence how teaching is evaluated.

Faculty Senate President Kate Ellis will be working on aligning the current Senate Bylaws, after this she will pass it to the Bylaws Committee to work on it over the spring.

11. New Business/Old Business/ Adjourn—Kate Ellis

Motion to adjourn the meeting at 4:55pm

Motion to Adjourn Approved