

**Faculty Senate Executive Committee Meeting**  
**Minutes**  
**March 3rd, 2025**

Please email corrections to [Faculty.Senate@nau.edu](mailto:Faculty.Senate@nau.edu).

**1. Call to order – Kate Ellis**

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

**Those Attending:** Kate Ellis, John Tingerthal, Michael Smith, Karen Pugliesi, Roger Bounds, John Georgas, Carmin Chan, Gioia Woods, Jill Navran, Donna Simon, Lisa Bliss, Marco Cabrera Geserick, Juliana Suby, Blue Brazelton, Patricia Murphey, Jennifer Duis, Emily Manone, Jermaine Martinez, Bridgette Briag, Amy Rushall, Lou Cirelli, Karen Jarratt-Snider, KT Thompson, Miriam Espinoza.

**2. Approval of Agenda and Minutes – Kate Ellis**

The 3/3 Agenda is voted on and **approved**. The 2/3 FSEC minutes will be prepared and voted on in April.

**3. Senate President's Report**

Faculty Senate President Kate Ellis shares her report.

- Faculty Senate President, Kate Ellis, shares that after further consideration and discussion with the FSEC, she will be running for another Faculty Senate President term for academic year 2025-2026. She came to these decisions based on the status of higher education on the national and local scene, and providing more time to support the next senate president. FSEC leadership positions will be voted on in the Full Senate meeting on 4/28.
- The FSEC share their gratitude and support for President Ellis and her willingness to run for another term. They also share the importance of the relationships that the senate has developed and strengthened due to Senate President Ellis.

**4. Council and Committee Reports – All FSEC Committee & Council Chairs**

The Chairs of the various senate committees and councils share their current council & committee reports.

- Senate Parliamentarian, Blue Brazelton, shares that he will provide an update to the FSEC regarding elections once complete.
- Senate Treasurer, Lisa Bliss, shares that the Faculty Senate Scholarship Application has been sent out to all faculty.
- Chair of the Council on Faculty Rights & Responsibilities, Michael Smith, shares that the task force on Student Opinion Surveys has completed their work, a 2-page pdf will be shared with the FSEC about what they found.
- Chair of the Council on Career Track Faculty Issues, Jill Navran, shares that the Career Track Open Forum will be on April 18<sup>th</sup> in the DuBois Center.

## 5. Teaching Portfolio Guide – John Tingerthal

Chair of the Council on Learning, John Tingerthal, discusses changes made to the Teaching Portfolio Guide.

- Chair Tingerthal shares the changes made to the Teaching Portfolio Guide based on the feedback that was received during the February FSEC meeting.
  - Removal of the problem statement located at the beginning of the document.
  - Edits to the previous language of the document that could have led faculty to believe that this document is a set policy and not a guide.
  - Edits to the section that explains how this document could be used.
- Chair of the Council on Faculty Rights & Responsibilities, Michael Smith, shares that if CoFS were to be updated, this document would have to be updated as well. He offers the support of the Council of Rights & Responsibilities if these changes are needed.
- The FSEC suggests language be added to the document that encourages this document to be implemented in units through a democratic process to ensure that faculty are in agreement with using this document for comprehensive reviews.
- Faculty Senate President Ellis shares that she used the Teaching Portfolio Guidelines for her comprehensive review this year. She shared that she had difficulty in providing an SOE Summary. Chair Tingerthal shares that this document is not recommended or intended to require an SOE Summary for each course taught.
- Chair Tingerthal clarifies that this document is a guide to help support units in creating what is required to be submitted by faculty for comprehensive review. This document is not intended to delineate what is required or recommended for a comprehensive review as this is strictly decided by each unit.
- FSEC Member Juliana Suby suggests that language is added to the document that discusses compatibility with Faculty180, the program used by NAU to organize and upload comprehensive review materials.
- Senate President Ellis suggests that this document be reviewed and updated every two to four years, as best practices are always changing.

Senate President Ellis proposes to move the Teaching Portfolio Guide to the full senate. The FSEC votes on this proposal and the document is **approved** to move to the full senate.

## 6. General Studies Committee & Inclusive Perspectives Committee Proposal – Emily Manone

Director of the General Studies Program, Emily Manone, shares proposal from the General Studies & Inclusive Curriculum Committee.

- Co-Chair of the Inclusive Curriculum Committee, Karen Jarratt-Snider, shares that the curriculum committees have worked on trying to make the current curriculum proposal process more efficient.
- After extensive discussion, the proposal is to combine the General Studies Committee and Inclusive Curriculum Committee. Karen shares that between these committees there are some overlapping topics, which can be removed to increase the efficiency of these two committees. In the current separation between the committees, there is a

- risk that one committee may provide feedback that contradicts feedback provided by the other committee.
- The proposed structure would create a new “General Studies Executive Committee” and the creation of four subcommittees that would focus on different aspects or subjects about a submitted course. This would permit the development of a more efficient course tracking process that would increase communication and organization between committees. This would also reduce the burden on the faculty submitting a course for review as the faculty will only need to respond and make revisions based on feedback from a singular committee as opposed to current practice with two committees.
  - Co-Chair Jarratt-Snider also mentions the numerous business processes that have led to delays in the course proposal and curriculum assessment process. The committees will continue to work on shortening the time it takes, as well as increasing communication with faculty on where their course proposal is at in the process.
  - This proposal will be presented to the full senate in March.

## **7. Provost Report – Roger Bounds, Carmin Chan, & John Georgas**

Vice Provosts Roger Bounds, Carmin Chan, & John Georgas share a report.

- Provost Pugliesi shares the following:
  - Two new programs will be proposed to ABOR, the first being a Master of Education in Applied Behavior Analysis, and the second being a Bachelor of Science in Philosophy.
  - Provost Pugliesi shares that university administration will respond to communications from the Department of Education if needed. Provost Pugliesi shares that research faculty will not be losing their jobs and there are many support systems for faculty impacted by federal grant cuts.
  - Faculty Senate President Ellis states that she will continue to communicate with NAU’s VP for Government Affairs, Katy Yanez, to keep updated on proposed bills.
  - Provost Pugliesi offers thanks to all faculty and leadership across campus for their work on refreshing NAU’s program portfolio.
  - At a recent Academic Leadership Summit (ALS), there was a proposal to convene a taskforce to look at current business processes to improve efficiency. The provost office has reached out to deans to recommend participants for this task force.
- Vice Provost John Georgas clarifies that faculty are fully empowered to allow or restrict the use of Generative AI tools in their classrooms. NAU will continue to change to prepare students for the use of Generative AI in professional settings.
- Microsoft Copilot is a Generative AI program that is currently offered to all NAU students, staff, and faculty.
- NAU’s Transformation through Artificial Intelligence in Learning (TRAIL) Grant Program also pushes faculty to continue to develop and enhance the use of Generative AI in the classroom by providing them with financial incentives.

- Ex-Officio Gioia Woods shares that there are certain departments on campus that mainly view Generative AI as a plagiarism threat, and it is important to communicate and address these concerns.
- Vice Provost Carmin Chan shares that NAU Online will be looking at the contract NAU has with Honorlock, as well as exploring other proctoring services.

**8. New Business/ Old Business/ Adjourn – Kate Ellis**  
**Meeting is adjourned at 5:10pm.**