Faculty Senate Minutes

Meeting: November 23, 2021

Web-Conference, Zoom

<https://ncat.zoom.us/j/98882855436?pwd=V1NlaFFWSFJIak5TNzR4MTVodWtzUT09>

Meeting ID: 988 8285 5436

Passcode: FS21

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Agenda

1. Call to Order - Galen Foresman – Presiding
	1. Meeting called to order at 3 p.m.
2. Roll Call of Senators
	1. Roll call established by Senators posting their names and department in the chat area
3. Approve Agenda with Flexibility
	1. Motion to approve agenda made by Dr. Lyubov Kurkalova
	2. 2nd by Dr. Zack Denton
	3. Motion passes by unanimous vote
4. Approval of October 26th Meeting Minutes
	1. Motion made by Dr. Zack Denton
	2. 2nd by Dr. Lyubov Kurkalova
	3. Motion passes by unanimous vote

1. Statement from Galen Foresman
	1. Safety Campus Committee
		1. Shared FS concerns of walking to cars after class when it is dark with poor lighting. Committee is receptive to feedback discussing several options to include coordinating evening course in the same space as one.
		2. Also reported that lights had not been adjusted to day light savings time, they have been now. Reminded all to download and or use the LiveSafe Safety App. Faculty, staff and students can request an escort to vehicle.
	2. Presented to Chancellor’s Cabinet
		1. Provide update on all committee and current functions of the committees and Faculty Senate. Support with the shared calendar will occur along with Dr. Tonya Jackson-Smith, meeting with Faculty Welfare Committee.
	3. Presented to the Board of Trustees
		1. Shared Faculty Senate Constitution, committees, structure, and current initiatives of Faculty Senate to include shared governance. Report was well received and plans to present to Board of Trustees will occur more consistently.
2. Committee Reports
	1. Nomination Dr. Shon D. Smith
		1. Committee submit election timeline for Faculty Senators to be held from February 1 – 18. These elections would take place within each department for all colleges during this time. Results of election would be submitted to Secretary of Faculty Senate and Administrative Assistant by February 21, 2022. Timeline is within the guidelines of Faculty Senate Constitution and Bylaws and will allow for elected Faculty Senators and Alternatives to receive mentoring, establish their schedule for 2022-23 academic year, and attend Faculty Senate meeting in March and April. Finally, this will allow for a clear election process for Chair later in the year.
		2. Communication will be sent to Faculty Senators, Department Chairs and Deans with this information, to include updated Faculty Senate/Alternate Roster by January 25, 2022.
	2. New Programs and Curricula Dr. Shon D. Smith
		1. Biology
			1. Needs
				1. None
				2. Motion made by Dr. Nicole Dobbins
				3. 2nd by Dr. James Kribs
				4. Motion passes with no member descending or abstaining.
		2. Industrial Assistance Engineering Department Certificate Program
			1. Needs
				1. Motion made
				2. 2nd made by Dr. Evelyn Hoover
				3. Motion passes with no member descending or abstaining.
		3. Reported on opportunities to improve process to include:
			1. Alignment of calendars across systems on campus
			2. Analyzing how often programs can put forth curriculum changes within a period
			3. Improving submission process from existing process to an electronic process and documentation where all parties can follow states of submission.
			4. UNC Course numbering changes were discussed. Dr. Dobbins indicated that this process will be rolling out, however no date provided for completion. The focus will be on common course general education across the UNC system. It will not impact current existing or future course numbers. Additionally, information provided in the future.
3. Education Policy Dr. Zachary Denton
	1. Reported that syllabus template has been presented and approved by all systems and will be rolled out by December 1 to all college dean leadership and department chairs. Dr. Stephanie Luster-Teasley also shared that this process was a highlight of the shared governance goals for institution. She further reported that this process will be adopted moving forward for a review twice a year with the goal of minimal change if any. Faculty Senate was complimented on the collaboration on this initiative.

1. Faculty Welfare Dr. William Randle
	1. Vice Provost Smith-Jackson will meet with committee on November 30 @ 5p.m. all Faculty Senators are invited to join by contacting Ms. Ingram for zoom link.
	2. Committee is setting up a meeting with non-tenured track faculty to discuss concerns that they may have. Date and time TBA.
2. Constitution Dr. Scott Harrison
	1. No update.
3. Faculty Handbook Dr. Evelyn Hoover
	1. No updates
4. Academic Calendar Dr. Nicole McCoy
	1. Reported that committee held meeting on November 9. Reviewed rough draft of calendar with the focus of 3 month (i.e. 90 days) over the summer, may impact winter breaks. Draft has been pushed forward for reviews at other levels and will be getting it back for a final review in February 2022.
	2. Discussion on recommendations on how to use the extra week of class in the spring 2022 took place. After further discussion it was agreed that Faculty Senate would put forth a recommendation to focus on mental health for the entire campus. Discussion to implement mental wellness days during the spring semester. It was recommended that faculty would implement 3 mental wellness days of their choosing for their courses and the other 2, campus leadership would identify and implement. Faculty would identify these days in course syllabus and share with class on the first day of class.
		1. Motion made by Dr. Zachary Denton
		2. 2nd by Dr. Nicole Dobbins
		3. Motion passes with one nay and one abstaining vote
5. Faculty Assembly Report Dr. Nicole Dobbins
6. New Business
	1. Mr. Del L. Ruff, Executive Diversity, and Inclusion Officer
	2. Mr. Ruff reported that he is seeking faculty input as he leads the efforts to develop the institutions strategic diversity, equity, and inclusion plan. Also shared the rationale for the position of diversity, equity, and inclusion officer at NCA&T.
	3. Chancellor Martin, NCA&T
	4. Reported on State budget update.
	5. Chancellor reported that Dr. Tonya Smith-Jackson has been selected as the Interim Provost
7. Adjournment
	1. Meeting was adjourned at 4:56 p.m. by unanimous vote

Reminders and Other Important Information

* Open Enrollment for Benefits: Now!
* Shift to Remote Learning After Thanksgiving
* Graduation: December 11, 2021, at the Greensboro Coliseum (Masks Required); faculty may attend and sit on the floor (in chairs) more information forthcoming.
* Promotion and Tenure Webinar: <https://youtu.be/NjqCmR9zy7c>