

**Faculty Assembly Minutes (below the agenda)**

**September 14, 2021**

**11:00 am**

**In person Library Auditorium**

**Virtually through Blackboard Collaborate**

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| **Meeting Activity** | **Responsibility** |
| 1. Welcome and Call to Order
 | Dr. Kate Brown (1 minute) |
| 1. Approval of the May 11, 2021 Minutes
 | Dr. Donna Satterlee (1 minute) |
| 1. Today’s Business

Plan going forward: All reports will be posted to the FA organization website in Blackboard by Friday before each FA meeting. Only items requiring FA vote or discussion will be brought to floor.1. Proposed new Constitution for Faculty Assembly
	1. See page 2 of this agenda
2. Open Discussion boards for raising concerns and potential solutions with anonymity in Blackboard Organization
3. Standing Committee Updates –
	1. Items requiring votes or discussion
	2. New members:
		1. Academic: volunteers contact Grace
		2. Faculty: call for volunteers will go out soon.
4. New Ad Hoc Committee recommendation: Faculty/Student Interface – Volunteers requested, contact Kate or Donna
5. New Business
 | Dr. Kate BrownDr. Kate BrownGratitude to Constitutional Revision Committee:Dr. Kathryn Barrett Gaines, Dr. Deb Sauder, Dr. Virginie Zoumenou, Mr. BreeRecommendations from FA Executive BoardMr. BreeExecutive Board members will monitor and collate concerns and solutions for discussion with relevant partiesAcademic: Dr. Grace NamwambaFaculty: Dr. Fred TejadaDr. Kate BrownAll Faculty |
| 1. Announcements
 | All Faculty |
| 1. Adjournment
 | Dr. Kate Brown (1 minute) |

**Officers:**

 Chair - Dr. Kate Brown Past Chair – Dr. Bryant Mitchell

Chair Elect - Dr. Tiara Cornelius Parliamentarian – Mr. Joseph Bree

Secretary - Dr. Donna Satterlee CUSF representatives: Dr. Bill Chapin, Dr. LaShawn Nastvogel

Treasurer - Dr. Willie Brown

**Procedures for proposing Amendments to and voting on the proposed new Faculty Assembly Constitution:**

1. Proposed new constitution will be posted to Faculty Assembly Website and Blackboard Organization website by September 15, 2021.
2. Faculty should read the proposed constitution as soon as possible.
3. Faculty can propose amendments to the proposed constitution in writing by October 3, 2021 by sending those written amendments to Mr. Joseph Bree or Dr. Donna Satterlee.
4. Proposed amendments will be summarized and sent to all faculty by October 5, 2021for consideration.
5. Proposed amendments will be voted on during the Faculty Assembly meeting on October 12.
6. The final version of the proposed constitution will be posted on the Faculty Assembly Website and Blackboard Organization website by October 13, 2021
7. Voting on the proposed new constitution will be conducted electronically between October 14 and October 28, 2021.
8. Results of the voting will be announced on October 29, 2021.

**The Minutes start here:**

The Meeting is called to order 11:01.

We are hoping that more people are going to come in reality.

The executive board is present.

We are pulling up the minutes. They are in the May meeting.

We have the plan going forward. Bill Chapin made the motion to approve the minutes, and it was seconded by Mark Williams

We are hoping that those who can come in, will. We are trying to give people a chance to have a voice.

Dr. Anderson will speak.

She is fully vaccinated. Welcome back!

She says it is wonderful to see those who are on campus. We have the numbers each day. First of all, we are in the middle of Founder’s week. 135 years. So many of our students were there.

We are focusing on retention. Our students come here for a reason, and they love being here. We want them coming back.

We had 560 first year students. Included the transfer students as well. She will repeat the number in the campus message. We graduated almost 500 students last year. We are planning on the numbers going up. She wants to focus on internationalization and globalization. She has had meetings with Dr. Acquah and the American Association of State colleges and Universities. They have an international group that she sits on. She has asked them to come and do an assessment of what our international activities are, so that they can advise us on how to move forward. She met with Dr. Khoza before she left. She recommended getting AASCU here.

She wants to focus on international issues. ASQU- we want to grow the number of international students as well as our footprint. She wants to focus on he has asked them to come and do an assessment of what our international activities are, so that they can advise us on how to move forward.  She wants us to be aware of that since she did not have that in her campus address. This side is really a faculty focus initiative. We are making plans with the HBCU settlement for academic plans. When these new programs come through, let’s fast track and get the programs approved to make that happen.

Total 2349 enrollment. She will double check on the number. The census date happened this weekend, and she is worried about waiting until the census date to know the exact number.

Any questions anyone?  Someone wants to know the numbers of COVID.

Positivity rate of COVID cases.  Looking at different cases.  Fully vaccinated, getting tested once a month.  Not vaccinated, twice a week.  From a math viewpoint, the positivity number is not going to be accurate.  The numbers out of context is not going to be helpful

Dr. Niemi, Hello everybody.

She is glad to see real live people here. She has missed everyone. Lots of things going on. We did not stop our work last year. We are going to work on the processes and policies and bring them forward to action. Teaching, Research, advising, Curriculum. Dr. Brown and she have been working very hard. Two new vice provosts:

Dr. Tau Kadhi, for Institutional Planning and Quality and Dr. Urban Wiggins Decision Science and Visualization.

We have lots of work that we have to examine and move forward with us. Roll up your sleeves and get to work.

Dr. Brown: A couple of items of business: Dr. Barrett-Gains, and Mr. Bree. They have had a constitution committee meeting going. They have produced a constitution document. We will get the documents up. This is a complete rewrite of the constitution, recommended by the committee and the executive committee. We are asking for amendments from the faculty in writing please.

1. We will get things up quickly, so that you can find them in either place. Please send amendments proposed by Oct 3 to Mr. Bree or Dr. Satterlee , Faculty can propose amendments to the proposed constitution in writing by October 3, 2021 by sending those written amendments to Mr. Joseph Bree or Dr. Donna Satterlee.
2. Proposed amendments will be summarized and sent to all faculty by October 5, 2021for consideration.
3. Proposed amendments will be voted on during the Faculty Assembly meeting on October 12.is
4. Final version will be posted by October 13.
5. We will take the vote on an electronic ballot.
6. A lot of work has gone into this document.

Any concerns? She would appreciate if you have concerns? Get in touch with us so we can bring it forward, so that it will better represent what we actually do.

We want to create this discussion board. The discussion board is on Blackboard, in the Organization area, Faculty Assembly. There is a button on the board, underneath the comment, that needs to be clicked to make your comments anonymous. We have put on the board an anonymous discussion that anyone can click on.

We have had lots of discussions on many issues. We want to collect the issues and channel them back for discussions, so that there is an actual body of knowledge coming from the faculty.

Discussion board in on the screen. We want people to be honest. And put what you actually think is a problem, and what the solutions for the problem might be. Please be courteous. We wish to make the notes anonymous. We wanted to make sure that faculty has a voice. Many of the problems have been siphoned off into committees.

There is not an easy way to make large numbers of faculty to have more say in the discussion. There has not been a way to get a large number of faculty to voice their opinions.

Dr. Anderson, hopes that we are also focusing on what is going well, not just focus on the problems. We have groups of two or three people that seem to have problems that never seem to get resolved. There is a hope that things can actually change.

 The discussion board will be monitored by members of the executive board. We want to distribute the ideas to this body. This is a concern, or this is something wonderful, raised by the faculty. There are some people who feel that there are the same problems that occur year after year. We are not arguing with a person, we are discussing the ideas. We need to discuss the ideas and control the trolls. Are there any comments. The discussion boards will be monitored by the executive board. Hoping to be able to collect and redistribute the issues and what is working well.

Is there any discussion?

The FAASC board is pulled up for Dr. Grace Namwamba. She is new, and hoping for support. She does not have a long report today. They have purchased a program: Curriculog, which is an automated curriculum development and management system for course and program proposals. That will make creating an online catalog easier. So that everything is quite similar and transparent.

Please take the time to train. This process will hopefully will make it easier.

Does anybody have any questions, but she does not have any answers at this point in time.

She has been working with the Provost to streamline the process of catalog changed. What kind of actions need to be approved at what level. The document is posted on the Blackboard.

Thank you very much for your time.

We are building off the same process that has been done before. This process will help make things easier, and will remove some work from the registers office.

They have been working with the provost’s office to streamline the process for approvals. Which proposals will need to be approved at the department level?

At this time, Dr. Fred Tejada doesn’t have anything new to report. He is on the Faculty Concerns Committee.

Thank you. He is an associate professor in pharmacy and has been there since the beginning in 2010.

 He has served on several committees. He will send out a missive for members. He is hoping that he will get people from each department: Engineering, Natural Sciences, Pharmacy, etc. He is working through the details of getting the committee organized. Thank you so much and he is looking forward to working with us.

Dr. Kate Brown is asking Mr. Primus to present to the senate rather than here. Please attend the senate meeting next week.

Dr. Kate Brown is creating a new committee on faculty- student interface. Initially they should talk to the student government association. There should be willing to get information from the student body. Please volunteer. It is a way to get more information from the people that we interact with all of the time.

We have 220 full time faculty. 73 part timers who are under contract.

Following up on the curriculum issues from last year,

Dr. Niemi pledged that the curriculum changes from last year would be implemented this semester. We are confirming that 90% of the changes have been made. By Friday, they will get a list from the Registrar’s office by Friday. Please check the live catalog to make sure the changes you requested have been changed. One more change is being evaluated. Please check to see what you wanted to be done has been done. The curriculum committee will be able to check to see what has been done.

A few things came in after the meeting. They do not require faculty assembly approval. They will have to go through the curriculum process. We will use those as a pilot.

There will be an originator. The department has a curriculum meeting, the chair of the committee will have approval rights and they will be the originator. The department chair will go to approval, then it splits if someone else they will approve, then the chair of the department committee, then the dean. Then the faculty assembly, then the same route, ending up with MHEC approval.

Anything that requires MHEC approval should be approved by December in order to have a chance of being approved for next fall, as that process is the same. The committee is here to help. Too many people have to approve.

Are there any announcements?

Reminder that the senate meeting will be in this room (library auditorium) in one week. She is calling for adjournment.

In person:

Brian Bergan –Aurand CITOL

La Shaun Nashtvogel Kinesiology

Lyrorcy Chase Social Science

Brian Dean Fine Arts

Fred Tajada Rx

Mark E. Williams Math

Coach Nelson Exercise Science

Willie Brown English & AVI

Bryan TC Mitchell BMA

Nancy Niemi, Provost’s office

Dr. HM Anderson Pres

Bill Chapin MCS

Tiara Cornelius Math

Jurgan Schwarz DAFRS

Miriam Purnell P)harmacy

Virginie Zoumenous Ext & HUEC

Tim Gladwell Pharmacy

Prince Attoh Social Science

Chris Porsser HTM

Ronnie Allen Rx

Sungjae Hwang Kinesiology

Linda Johnson DNS

Phillip Brousard CIE

Kate Brown Business

Donna Satterlee HUEC

WEBVTT

Deb Sauder

Mary Layshock

Anugrah Shaw

Grace Yu-Buck

William Talley

Willie Brown (Online Chat Moderator)>

Miguel Martin

Marilyn Buerkle, UMES

Jocelyn Reader

 Amy Hagenrater-Gooding

Donna Price

Willie Brown (Online Chat Moderator)>

If you have any question(s) to the speakers from the online community, the members will address your question to the presenters on your behalf. Thank you!

pbowins

Tom Loveland

Courtney Ward-Sutton

Dr. Gere

Kathryn Barrett-Gaines

(There may be more people on line who did not contribute to the chat)

Comments from chat:

You will continue to have wide participation if our meetings are virtual. Can't say that we've had wide participation when our meetings were strictly F2F.

Love the option of virtual. Please: keep it!

Thank you for the comments about the virtual option. This suggestion will be considered as mentioned

Staff who teach are also faculty

Can you tell us the percentage of students, and total campus, that are vaccinated?