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Faculty Senate Minutes

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3-18-2021

Faculty Senate Minutes, Academic Year 2020-2021, March 18, 2021

Faculty Senate

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**Governors State University Faculty Senate
March 18, 2021, 1:00 pm, Zoom**

Minutes

Senators in Attendance:

| | | | | | |
|---|---------------------------|---|---------------------|---|------------------------|
| X | R. Muhammad (AL/CAS) | X | T. Gsell (CAS) | X | G. Grumbach (CHHS) |
| X | A Vujaklija (AL/COE)* | X | C. White (CAS) | X | S. Spencer (CHHS) |
| X | D. Golland (AL/CAS)* | X | C. Vanderpool (COB) | X | C. Tymkow (CHHS)* |
| X | K. Boland-Prom (AL/CHHS)* | X | A. Keane (COB)* | | S. Wadhwa (CHHS) |
| X | S. Wagner (AL/COB) | X | W. Kresse (COB)* | | M. Zell (CHHS/GEC)* |
| X | J. Goode (CAS) Goode | X | S. Azmy (COE) | X | J. Sopiartz (UL)+ |
| X | J. Vining (CAS)* | X | S. Cervantes (COE) | X | T. Kerns (Unit B/COB)* |
| X | N. Ermasova (CAS) | X | A. Cipra (COE) | X | B. Winicki (Emeritus) |
| X | P. Guimond (CAS) | X | M. Cummings (COE)* | X | C. Tweddle (CAS/GEC)+ |
| | D. James (CAS) | X | A. Buehler (CHHS)* | | |

* 2020-21 Faculty Senate Executive Committee, Standing Committee Chairs

+ Non-voting

Faculty Present: A. Shahid

Others Present: S. Hirsch; P. Bylaska; E. Cada; C. Sexton; R. Johnsen; S. Estep; M. Tyler

- I. Call to Order and Approval of Agenda. Dr. Golland called the meeting to order at 1:00 p.m. Motion made to approve agenda as amended. Agenda approved unanimously as submitted.
- II. Presentation: University Website (Hirsch)
 - Ms. Sarah Hirsch, from GSU's Office of Marketing and Communications, discussed planned changes to the GSU website. The website needs to be upgraded completely soon, but at the moment, they are working on changes to the main navigation menu, changes to font, and simplification.
 - Discussion held regarding navigation in website.
 - Dr. Golland recommended that faculty members with expertise in website development be included in process. Ms. Hirsch stated that faculty members have been very helpful.

III. External Reports

A. University Administration (Cada/Bylaska)

- (Cada) President Green has announced that a vaccine clinic for K-12 grade teachers will be held at GSU over the weekend. The Provost recognized and thanked members of the College of Education for helping coordinate this. The event is being hosted by GSU and run by Walgreens. The clinic will particularly serve underserved teachers. Two thousand vaccines will be administered on Saturday.
- GSU employees will not have access to this clinic, but Walgreens will return to vaccinate the university community at a later time.
- Discussion was held regarding the logistics of the clinic.
- Dr. Muhammad recommended that the vaccine be taken in one's dominant arm because it eases the pain.
- Discussion held regarding opening vaccination to Group 1c and the vaccination schedule in Will County.
- This clinic over the weekend will provide the Johnson & Johnson vaccine.
- (Bylaska) The reason the clinic is coming to GSU is because President Green has widely offered GSU as a vaccination site for the area.
- Discussion held regarding whether GSU employees who live outside Will County and outside the state of Illinois will be eligible for vaccinations at GSU. Dr. Cada stated that the administration will advocate for our community to find a provider for a vaccine.
- (Cada) This morning, interim Policy 26 was posted. FAQs for faculty are available on the CAES webpage, and FAQs for students are on the Registrar's page.
- As requested by Dr. Goode at the last Faculty Senate meeting, persistence data on campus will be provided to Dr. Golland and Professor Keane. It is included here:
 - Direct Admit Freshmen: 81% persisted (88% last year)
 - Conditional Admit Freshmen: 62% (76% last year)
 - Transfer Students: 80% (74% last year)
 - Masters
 - This year (full and part-time): 91.6%
 - Last year (full and part-time): 93.7%
 - Doctoral
 - This year (full and part-time): 89.8%
 - Last year (full and part-time): 88.9%
- (Bylaska) Shield testing for COVID-19 using the saliva test developed by the University of Illinois will be available on GSU's campus every Tuesday and Thursday starting March 20. Will County stopped its COVID-19 testing program on campus because participation declined, and it was not a good use of resources. The saliva test is less intrusive and has a 24-hour turn-around for results. Offering this test on campus will be part of GSU's operating plan.
- Discussion held on interim Policy 26's FAQs.
- The COVID-19 saliva testing should continue for the foreseeable future. The Governor added funding for this testing for universities.
- The testing will be done inside GSU. John Potempa, the Associate Vice President for Facilities Development and Management, did a virtual walk-through with the testers to show them how it will work.

B. University Professionals of Illinois (Estep)

- A few grievances and issues are coming to resolution related to lecturers and advisors in the nursing program.
- A new MOU has been submitted to GSU's administration. The prior MOU just went until January.
- Peer observations for tenure submissions are required for next year's portfolio submissions for tenure-track Unit A faculty and Unit B faculty. Dr. Estep recommended that faculty invite the observer to a synchronous class meeting or to the course's Blackboard site.
- UPI's Local 4100 has taken the position on GSU accepting dual degree credits from high school students in admission to GSU. Students may be able to bring in 20 to 30 hours of credit, shortening their bachelor's degree to three years. These instructors for these credits do not bring same qualifications to teach them as university faculty do, and this will be problematic because it will cause a need for fewer professors at GSU. The faculty at GSU bring a lot more to the table for students to learn this material. UPI will be working with or against IBHE on this matter.
- Ballots will be sent out this week for election of UPI officers. If faculty members do not receive one, let Dr. Estep know. Please vote and make sure to return them correctly.
- Dr. Estep thanked Dr. Wagner for chairing the UPI nominations process.
- Discussion held on DCAP allotments. Dr. Estep will check on this.
- Discussion held on dual degree credits.

C. Student Senate (Tyler)

- The Student Senate will open their election process on March 27. They will hold elections in April 23 and will be announcing election results on April 29.
- Discussion held on feedback from students having difficulty in terms of mental health. Mr. Tyler confirmed that it been a difficult semester for students. The Student Senate has been encouraging use of the Counseling and Wellness Center for students.
- Discussion held on whether the Food Pantry has been successful from the students' perspective. Mr. Tyler did not have any updates on this issue, but will reach out to students about it.

IV. Old Business

- Action Item: Approval of February Minutes. Moved and seconded by Executive Committee. No objection. Approved.

V. Internal Reports

A. Committees

1. Executive (Golland)

- Action Item: Approval of Standing Rules Amendment. The amendment would change the title "Election Master" to "Election Comptroller" to make the language gender-neutral and address cultural concerns. Moved and seconded by the Executive Committee. No objection. Approved.

2. Curriculum (Tymkow)

- The list of approved, not approved, and under review curriculum proposals and syllabi are in the Faculty Senate packet. Additional courses have been approved, which will be included in the next report. In addition, there are errors on the report that will be amended for the next meeting.

- With regard to interim Policy 26, the UCC will work in collaboration with the Provost Office to provide faculty with samples of +/- grading. This information will be put on the Faculty Senate's webpage shortly. This will hopefully help faculty on grading.
 - Discussion held regarding the parts of the master syllabi submitted to UCC in the template that are required to be kept in individual course syllabi and those that are not required. Discussion held on whether it would be possible to streamline the UCC's process to require review only of required portions of the syllabi. Dr. Tymkow stated that she will raise this issue at the next UCC meeting.
 - Discussion held regarding whether the list of courses included in the Faculty Senate packet is comprehensive. The list in the packet is not comprehensive as to what is in Curriculog.
 - Discussion held on whether the template for master syllabi can note which items cannot be changed and which items are flexible for new instructors. Dr. Tymkow will bring this issue up to the UCC.
 - Discussion held on whether a master syllabi list can be posted on the U-drive where faculty can check where and when syllabi have been approved. Dr. Tymkow stated that is being considered through Curriculog by Dr. Sexton. At this time, the UCC includes a date on each approved master syllabus showing when the syllabus was approved by the UCC. Dr. Cynthia Romanowski, the secretary for the UCC, also keeps spreadsheet of when each syllabus is approved by the committee.
 - Dr. Tymkow stated that a PowerPoint is available on the UCC website that provides information on submitting successful proposals, along with other information for submission of proposals.
 - Discussion held related to mistakes made on syllabi based on the modality in which the course is taught.
 - Discussion held on how different course modalities must now be reflected in master syllabi and whether that was pushed by an accrediting body. Dr. Tymkow stated that the UCC just reacted to what external accrediting authorities required for curriculum.
3. Policies (Boland-Prom)
- The memorandum in the Faculty Senate packet outlines Policies 8, 13, 23, 28, which were approved by IPC and moved and seconded by the Executive Committee. In addition, there are recommended changes to Policy 34 that were recently submitted to IPC with the request that the committee move it quickly through the approval process.
 - Dr. Boland-Prom will continue to send out notices when policies are posted for public comment.
 - Action Items: Recommendations on Policies 8, 13, 23, 28. Moved and seconded by Executive Committee.
 - Discussion held on definition of the term "readmission" as used in Policy 8 and Policy 13.
 - No objection to approving the recommendations on Policies 8, 13, 23, and 28. Approved.

- Action Item – Policy 34. Moved and seconded by the IPC. No objection. Approved.
4. Program Review (Vujaklija)
 - APRC is currently working on program reviews. The APRC provides feedback to originators of programs with opportunities to address errors and edits. The program originators then provide clean documents to the Provost usually with feedback. College of Business degree programs have been through the first round and are moving to Provost’s Office. Other degree programs have been returned to the originators now to provide clarification, edits, etc. Dr. Vujaklija stated that this is not intended to be a “gotcha.” The goal of the process is to provide feedback and help programs with constant improvement and help with accreditation and the Board of Trustees’ approval.
 - College of Education programs will be reviewed on March 25.
 - In the APRC’s last meeting of semester, the committee will review the forms and process of program review. The APRC wants to make it easier for programs to submit. The reports also help create argument for program needs.
 - If any faculty member has had problems or issues with the forms or the process, please let the APRC know because this will be part of their last meeting of the semester.
 5. General Education (Zell/Twedde)
 - The Gen Ed Council is providing professional development for faculty to introduce them to Aqua and get their assessments set up for AY2021-22. The Council is also wrapping up assessments from Fall 2020.
 - The call for applicants for the Gen Ed Director and Associate Director has been sent out from the Provost’s Office. Applications are due on April 1 by 5 p.m.
 - The next meeting of the Council will be held on March 24 at noon. Please contact Dr. Linda Campos-Moreira for the Zoom link.
- B. Optional
1. Illinois Board of Higher Education (Cummings)
 - See the IBHE Strategic Plan Meeting Report, which is included in the materials in Dropbox (separate from the meeting packet) in the invitation to the Faculty Senate meeting. Please let Dr. Cummings know if there are issues that you wish him to bring to the IBHE.
 - The increase in high school students bringing in dual degree credits has been a problem raised with the IBHE.
 - The community college baccalaureate degrees are also a topic of concern.
 - In the strategic plan, equity is being looked for along with ways to bring costs down for students.
 - Discussion held as to whether the IBHE strategic planning has considered state-level work study for students on campus. Dr. Cummings stated that there has been some talk about this, and it may be presented by another working group. If not, he will raise this issue.
 2. Dr. Golland recognized that Professor Aslam Shahid, candidate for UPI Vice President, joined the meeting.
 3. Graduate Studies Council (Gsell/Golland)
 - The Grad Council’s minutes are in the Faculty Senate packet.

- Discussion held regarding whether there will be a Dean of Graduate Studies or a Director of Graduate Studies. Dr. Gsell stated that this issue is being fleshed out, and there will be several meetings held on this topic. Dr. Golland stated that he is advocating for a Gen Ed Council model with a faculty director and clerical help. Dr. Cummings stated that he is on a working group looking at whether Graduate Studies may have a Director of Graduate Studies who would be an administrator with tenure. Dr. Golland asked Dr. Cummings to advocate for Faculty Senate review of these possible changes.
4. Professional Development (Cervantes)
- There is an ongoing internal search for the Director of CAES. This is a departure from earlier discussions related to the search. The vacancy was advertised on March 5 and applications were due by March 15. The Director will be a civil service position, not an administrative position.
 - GSU has hired someone with expertise in instructional design. This was part of an equity plan to make it more like Digital Learning Media and Design.
 - The fall Faculty Development Day has been set for August 18. The committee is considering ways to execute a mentorship theme. External speakers are being considered.
 - The CAES website has a new page with the committee.
- VI. New Business
- Discussion was held regarding the Technology Advisory Committee of PBAC forming a LMS review subcommittee about 15 months ago that is in an exploratory stage in considering vendors of LMS. Faculty members are included on the subcommittee. There has not been an RFP and the University has not started asking companies to bid. The subcommittee has no authority to give out a new contract. The Technology Advisory Committee proposes to PBAC, which proposes to BOT. At some point, the procurement officer gets involved.
 - Dr. Golland stated that faculty need to be involved in process. He will raise this with President Green.
 - Discussion held on whether GSU has the entire Blackboard product or only select parts of it, and concerns were raised that the same thing may happen with other LMS providers.
 - Discussion held regarding concerns with Collaborate Ultra and Webex. Dr. Golland stated that the Faculty Senate is not paying for Zoom account; instead, the Senate is using Dr. Golland's personal account.
- VII. Adjournment. Meeting adjourned at 3:17 p.m.