

**ENMU Faculty Senate**  
**Thursday, January 21, 2021**  
**3:31 to 4:59 pm**  
**ZOOM meeting**

1. Meeting called to order by Vice President Sweeten at 3:31pm
2. **Roll Call:**  
Present—Beinlich, Bramlett, Brust, Camarillo, Crockett, Czacki, Duarte, Duni, Flores, Guerra, Lingnau, Petrone, Pollock, Shuler, Stanley, Stone, Sweeten, Tian, Tigue, Tollett, Wallace, Zhang, Representative Carrillo (replacing Senator Stout)  
Absent—Finley, Shepardson (Rutland served as stand in), Wall
3. **Approval of the Agenda:**  
Motion to approve Agenda for 1/21/21 made by Duni, seconded by Flores  
Opposed—none  
Abstain—Petrone, Rutland  
Motion passed to approve Agenda for 1/21/21
4. **Approval of Minutes:**  
Motion to approve Minutes from 12/3/20 made by Duni, seconded by Flores  
Opposed—none  
Abstentions—Duarte, Petrone, Rutland  
Motion passed to approve Minutes from 12/3/21 Meeting
5. **Administrator's Report:**  
President's Report, Chancellor Patrice Caldwell—
  1. Legislature Meeting—ENMU is waiting to hear about approval of three new ENMU Regents. The current Regents are continuing to meet until new Regents are approved. There may be information about additional CARES money in the coming weeks. More information will come as the next Legislative Session is held.
  2. Enrollment--Chancellor Caldwell is guardedly optimistic in waiting for finalized enrollment numbers.
  3. Questions—There were no questions for Chancellor Caldwell.

Vice President for Academic Affairs, Dr. Jamie Laurenz—

  1. Spring 2021 Semester Format—A majority of courses are being held online again this semester. Students with face to face classes are to complete a Daily Health Assessment and there is a mask requirement to attend face to face classes. If faculty encounters any issues during a face to fact course, they are to contact their chair.
  2. Attendance Reporting—Dr. Laurenz reminded faculty that Attendance Reporting is due on January 27th by 10am and reminded Faculty Senate that reporting is necessary to release financial aid for students. If a student is not attending a course, faculty is to submit an Early Alert or send an email to Academic Affairs or Student Affairs. If a faculty member is aware of a student having issues with internet connectivity, faculty is encouraged to email student contact information so ENMU can provide support.
  3. Plans for Summer and Fall Semesters—Given the vaccine being available, ENMU is looking to schedule a normal set of classes for the upcoming Summer and Fall semesters. A vast majority of Summer courses are typically held online. Barring any unforeseen circumstances, ENMU should be able to schedule face to face courses as have been run in the past.

4. Student Evaluations of Instruction—Dr. Laurenz acknowledged a number of technical issues with Student Evaluations this past Fall semester. There were issues with students not receiving requests to submit evaluations and deadlines were extended to provide an opportunity for completion. Dr. Laurenz shared that at the time of the extension, an email was sent with a desire to encourage students to fill out evaluations, but the language was not what ENMU would like to see when encouraging students. Dr. Laurenz visited with IR about the email and has a future meeting time set to discuss timelines for Student Evaluations during the Spring semester. Future emails sent to students will be approved by Academic Affairs. Another topic for the future meeting is a decrease in the time it takes for faculty to access Student Evaluations.
5. Questions—In response to an inquiry about when Student Evaluations would be available to faculty, Dr. Laurenz said he will check with IR. In response to an additional question about the Student Evaluation timeline, Dr. Laurenz stated part of his meeting with IR will cover the timeline for faculty receiving Student Evaluations. Responding to a question about Student Evaluation submissions possibly being impacted by language in an email received by students and Student Evaluations possibly occurring after grades were reported, Dr. Laurenz encouraged faculty to talk through evaluations in the Teaching Reflection portion of their FECs. He shared that outliers don't necessarily have a great impact on evaluation and faculty should include if they feel there was a negative impact on Students Evaluations due to circumstances. To answer a concern related to clarifying the relationship between IR and the Student Evaluation Committee, Dr. Laurenz said he would be happy to meet with the Student Evaluation Committee to discuss concerns.

6. **Faculty Senate Reports:**

**Treasurer's Report**—There is no change to the budget.

**Curriculum Committee**—No report

**Distance Learning Committee**—No report

**Elections Committee**—The election cycle starts next week. Changes to the membership policy previously discussed by Faculty Senate will be put into place pending University Council approval.

**Faculty Grievance Committee**—No report

**Faculty Personnel & Handbook Committee**—Changes were approved by the general faculty. The next step is to present changes to Administration.

**Faculty Research & Instructional Development Committee**—No report

**General Education Committee**—No report

**Program Review Committee**—Subcommittees are meeting with flagged programs. The Committee will be reviewing final drafts the first week of February.

**Undergraduate Admissions and Standards Committee**—No report

**Ad Hoc Student Evaluation Committee**—The Student Evaluation Committee will be sending results of their recent faculty survey. Faculty will be able to give comments. The Committee will also be discussing if the Student Evaluation Committee should become a permanent committee.

**Ad Hoc Re-Opening Committee**—No report

**Ad Hoc MLK Holiday Committee**—This week marked fruition of the work done by this committee. The shared speeches are still available on the ENMU website through tomorrow. Senator Flores thanked the ENMU Music Department and student Cecilia McAfee for creating a mix of music. Runnels Galley was previously booked so there was not a display of art, but Senator Flores thanked Senator Brust and Student Representative Enrique Carrillo for their participation on the panel. The panel discussion was recorded and will be available for viewing. Pres. Beinlich and Vice Pres. Sweeten thanked the Committee for their work.

**University Standing Committees**

**Assessment**—Committee will not be playing usual role in the review cycle due to program review and will focus on refining the Committee's role in Program Review Process.

**Budget & Planning**—Enrollment is close to what it was last spring and work is needed to

continue enrollment for the upcoming Fall semester. Minimum wage was raised to \$10.50 and this will likely have an impact on student hires.

**University Council**—No report

7. **President's Report:**

1. There was nothing to report.

8. **Old Business:**

1. VPAA Review of FEC—Senators discussed the 2016 change to the VPAA reviewing all levels and a request to change this policy to the VPAA only reviewing levels P3, P5, and P6 for a deeper level of review at these levels. With the proposed change, faculty can still ask the VPAA to review their files at any level. After discussion, Senators were encouraged to take this back to constituents before the next meeting.

9. **New Business:**

1. Student Evaluation Concerns—After discussion, Senators were encouraged to forward faculty concerns and questions to Senator Bramlett. The Senate will wait for further information from the Student Evaluation Committee as they meet and communicate with IR. The topic will be added to the next Faculty Senate Agenda.
2. Tenure Clock—Faculty discussed concerns about the impact of the pandemic on faculty Scholarly Activity. Pres. Beinlich will discuss this with Dr. Laurenz and investigate a decision regarding the platform to be used for upcoming FEC files.
3. Dean/Chair Access to Course Shells—Senators discussed a number of faculty concerns with Deans and Chairs having access to online course shells.  
Motion to request any chair or dean access of Blackboard or Canvas shells be preceded by a request for access to the instructor made by Czacki, seconded by Flores.  
After discussion, the motion was suspended to get clarification on faculty rights. This item was tabled until the next meeting with Pres. Beinlich to inquire for information.
4. Faculty Issues with Accessing Portal—Due to time, this topic was tabled until the next meeting.

Motion to adjourn meeting made by Czacki, seconded by Shuler  
Meeting adjourned at 4:59pm

Respectfully submitted by Pamela Shuler, Secretary