

ENMU Faculty Senate
Thursday, November 5, 2020
3:30 to 4:54 pm
ZOOM meeting

1. Meeting called to order by Vice President Sweeten at 3:30pm
2. **Roll Call:**
Present—Beinlich, Bramlett, Brust, Camarillo, Crockett, Czacki, Duarte, Duni, Finley, Flores, Guerra, Lingnau, Petrone, Pollock, Shepardson, Shuler, Stanley, Stone, Sweeten, Tian, Tigue, Tollett, Wall, Wallace, Zhang, Representative Stout
3. **Approval of the Agenda:**
Motion to approve Agenda for 11/5/20 made by Stone, seconded by Flores
Opposed—none
Abstain--Czacki
Motion passed to approve Agenda for 11/5/20
4. **Approval of Minutes:**
Motion to approve Minutes from 10/15/20 made by Stone, seconded by Duni
Opposed—none
Abstentions—Czacki, Tollett, Wall, Wallace
Motion passed to approve Minutes from 10/15/20 Meeting
5. **Administrator's Report:**
President's Report, Dr. Patrice Caldwell—
 1. G.O. Bond—The G.O. Bond passed and Chancellor Caldwell thanked Senators for their support.
 2. COVID Update—Chancellor Caldwell shared that there may be further closures or restrictions delivered in the Governor's concurrent Press Conference. Chancellor Caldwell shared information about the COVID-19 testing that opened today and the National Guard and ENMU Security will be present.
 3. Spring Schedule—ENMU will be offering 79 classes in person during the Spring semester. Enrollment for the coming semester is anticipated to dip with hopes to improve enrollment over the following three years. Chancellor Caldwell thanked faculty for upgrading courses online, their knowledge of online teaching, and encouraged pursuits of becoming the best deliverers of online instruction.
 4. Responses to Ad Hoc Opening Committee—In response to requests from this Committee, signs about mask wearing are being created to post in parking lots. Administration will be sending responses to submitted Committee concerns.
 5. Questions—In response to a question about health concerns stemming from travel and returning to campus after Spring Break next semester, Chancellor Caldwell shared ENMU is looking at cancelling spring break, an action taken by a number of colleges. This would move the end of the academic calendar up a week. Chancellor Caldwell solicited for input regarding this. In response to a question about how the number of positive student cases recorded in the Monday Memo is tabulated and concerns of accuracy, Chancellor Caldwell shared the students testing positive are reporting to Dr. Long's Office and Faculty Report to Benito Gonzales. These numbers lag behind the most immediate numbers because they are based on a Friday afternoon count. Active and positive cases will be reported. In response to a question regarding who is monitoring mask wearing, Chancellor Caldwell stated that Managers are to monitor and she would speak to Managers, Deans, and Chairs. She will also explore a possible mandate that masks might need to be worn in

private offices. Concerns regarding not following mask wearing guidelines should be reported to Managers, Deans, or the Office of the VPAA. Chancellor Caldwell also encouraged reporting as an issue may arise so administration can explore concerns in a timely manner. Contractors are also to be wearing masks when working on campus.

Vice President for Academic Affairs, Dr. Jamie Laurenz—

1. Faculty Evaluations—Dr. Laurenz is working to complete Faculty Evaluations by Monday.

6. **Faculty Senate Reports:**

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

Curriculum Committee—No report

Distance Learning Committee—Senate was asked for feedback regarding a possible training session involving Online Course Standards and implementation. Senators were in favor of a short asynchronous session that would allow easy viewing during the busy end of the semester. Regarding a question of how HLC will react to a course not traditionally offered online meeting Online Course Standards, Shuler said she will check with the Committee.

Elections Committee—No report

Faculty Grievance Committee—No report

Faculty Personnel & Handbook Committee—Senator Stanley shared and reviewed revisions to the Handbook.

Motion to approve changes to the Faculty Handbook made by Flores, seconded by Lingnau

Opposed—none

Abstentions—Finley, Stone, Representative Stout

Motion passed to approve changes to the Faculty Handbook

Faculty Research & Instructional Development Committee—No report

General Education Committee—The assessment process will begin in Spring and Departments can choose to focus on the assessment of individual classes or assess classes all at once.

Program Review Committee—Files are due Friday from each Flagged Program and then process of reviewing will begin.

Undergraduate Admissions and Standards Committee—No report

Ad Hoc Student Evaluation Committee—Senators provided feedback from constituents on possible changes to the language of Student Evaluations. This Committee will provide items to review at a future Faculty Senate Meeting.

Ad Hoc Re-Opening Committee—Administration was supportive in discussions with a member of the Committee and they are working on responses to items presented by the Committee. The Committee has also drafted a letter to be sent to the Athletic Department. This will be sent to Faculty Senate members for feedback.

Ad Hoc MLK Holiday Committee—The Committee has been active with moving forward with previously presented plans.

University Standing Committees

Assessment—No report

Budget & Planning—President Beinlich asked that suggestions for future G.O. Bond Projects be sent to Scott Smart and the Business Affairs Office.

University Council—No report

7. **President's Report:**

1. IT Concerns—President Beinlich has requested other options for faculty being notified via email when email goes down, including possible notification via an alternative email or receiving a phone alert. ITS is reviewing this. Regarding having the HelpDesk available on Sunday, President Beinlich will explore asking if hours can be rearranged to have someone available on Sunday. Faculty was encouraged to contact the HelpDesk with any email concerns.

2. Canvas Access—President Beinlich will request further information for possible further exploration on the topic of Deans and Chairs having access to faculty Canvas courses.

8. **Old Business:**

1. Bookstore Update—In exploring Bookstore concerns with the manager of the Bookstore, it was shared that the Manager of the Bookstore recently moved into this position. The Manager acknowledged some of the issues occur due to a new move into this position and the current pandemic. Regarding an inquiry to a shortage of the number of text ordered by faculty, this is not able to change due to Barnes and Noble policy. For non-text course requests, approval needs to come from the Barnes and Noble Home Office. Senators were asked to send feedback regarding the Bookstore to either President Beinlich or Vice President Sweeten.

9. **New Business:**

1. FEC Process, VPAA Review—Prior to 2016, the VPAA only reviewed FEC files at the P3, P5, and P6 levels. In 2016, the process changed to the VPAA reviewing files at all levels. A request has been made to revert to the system used prior to 2016. Senators were asked to request feedback from constituents.
2. Committee Membership, Tenure Track vs. Non-Tenure Track
 - a. Most University Committees do not require tenure-track status to serve. This can make it difficult for those in tenure track positions to serve. A request has been made to change membership requirements to give preference to tenure-track faculty. Senators were asked to request feedback from constituents.

Motion to adjourn meeting made by Duni, seconded by Shuler

Meeting adjourned at 4:54 pm

Respectfully submitted by Pamela Shuler, Secretary