

## **Liberal Arts Council Draft minutes**

**Zoom Meeting 2:00 p.m.**

**9 September 2020**

Presiding: Dean Mary Brennan

Present: Council members: Manda Anderson, Susan Day (recording), Beth Erhart, Ken Grasso, Craig Hanks, Lucy Harney, Paul Hart, Jeff Helgeson, Bill Kelemen, Yongmei Lu, John Mckiernan-Gonzalez, Aimee Roundtree, Chad Smith

Guests: Natalie Ceballos, Toni Watt, (Ansh Bhammar, Yash Jain, Andrea Golato and Eric Paulson were present for the Symposium presentation)

Absent: no one

The meeting began at 2:02 p.m. and was conducted using ZOOM. All participants were present through their computer screens.

The founders of ForagerOne, Ansh Bhammar and Yash Jain, met with the Council to present information about Symposium, their presentation software for public and private conferences. Essentially, if departments want to offer presentations by faculty and students to others, including people at other universities, synchronously or asynchronously, Symposium can do it. Symposium can host multiple events at the same time. From a technical side, there is no limitation to the number of events or the size of any particular event.

Dean Brennan asked chairs to tell her by next week if they are interested in using Symposium during this the academic year. They offer annual leases, and the Honors College is working with them. Dr. Galloway, Honors Director, has gotten the platform over security hurdles. Dr. Kelemen demonstrated what the Psychology Department put together in the spring to host their student research conference, which looked a great deal like the Symposium presentation.

The minutes of 26 August 2020 minutes were approved without dissension on a motion by Dr. Grasso and a second by Dr. Harney.

CAD

Gary Ray reported that student head count down is down only 1%, and SCH is down 2 %. The greatest negative impact of COVID is on first-year Pell eligible, under-represented students. Mr. Ray has instituted "Opportunity Recovery" to contact students and to allow them to delay entrance for a semester or a year, without having to reapply. New MA student enrollment is up 24%, and SCH is up 10%. International students who could not enroll this fall, have been offered deferred admission.

Gary Ray wants to have spring classes on the posted schedule by September 18 so that students can begin planning to return in the spring. Chairs are asked to hide classes that are not accurately listed as on-line or face-to-face. Lab and lecture sections must have the same modality (on-line or face-to-face). Chairs asked why labs can't be face to face, if taught by Ais, when the lectures are on-line, and taught by faculty. The problem for students who are cleared for on-line only, face to face labs create problems and upset the fee structure. Dean Brennan suggested listing the classes as hybrid. Students begin registration on October 16, 2020.

Dr. Roundtree asked about the need for the earlier budget cuts. Dr. Hanks asked why the better enrollment figures won't lead to a lessened need for budget cuts and whether future cuts may be forestalled

The tenure clock may tolled a third time if the System Office allows an exceptional circumstances provision (e.g., COVID-19, natural disaster) being sought by the Administration. Chairs will have to work with faculty to manage their feelings about faculty who toll the clock a third time.

Dr. Thorne indicated that the forms for faculty development leaves MUST contain "funds needed", if classes need to be covered by adjunct faculty.

There is no captioning contract with REV; Dana Willett is looking for the best contract for closed-captioning, and the costs will not be paid for by departments.

Memos for faculty hiring can be justified and sent up, but Dr. Thorne believes there will be budget cuts in the spring, which may lead to the loss of the position.

Students will have to confirm their local address before they can register this spring.

A motion by Dr. Grasso and seconded by Dr. Lu, to require departments in the College to pay \$4000 or more to per course faculty, passed unanimously.

Dr. Roundtree will solicit faculty applications for the NEH professorships. External reviewers will be solicited as well, and Dr. Roundtree indicated that reviewers who have won NEH awards can be solicited. She suggested that faculty who applied for the Presidential teaching awards should be encouraged to apply. Applicants must be tenured; the position requires programming by the applicant for members of the University Community. Dr. Roundtree sees this award as a stepping stone to other awards.

Faculty appointments to the Graduate faculty require publication in the preceding five years, a *de facto* rule used by the Graduate College to decide on graduate faculty applications. Dr. Roundtree investigated whether there are faculty who have not recently published who are on the graduate faculty. She has notified chairs whose faculty have not published in that time period. She asked chairs to tell her

1. What counts; are tenure standards being applied?
2. Are there common problems besetting faculty who do not publish?
3. Are there issues that Dr. Roundtree can help with to assist faculty with publication?

Chairs noted that some kinds of research, primarily those involving face-to-face conversations, are difficult at this time because of COVID-19.

There is a Faculty Qualifications Q&A meeting tomorrow at 1:30 p.m. for chairs and any faculty who are pursuing tenure and promotion this year.

Dean Brennan is still working on a way to combine department TSPs into a college computing group. She wants to reassure TSPS that they will not be fired.

Dr. Kelemen said a 3rd-year tenure form was inadvertently sent to the wrong department from JCK. He asked that if anyone has the form, please send it to him.

Dr. Chad Smith reported low attendance in face-to-face classes that are offered concurrently on ZOOM. Dr. Vicki Smith reported that students are opting for ZOOM over in-class attendance. Dr. Hanks reported the same phenomenon. Dr. Helgeson asked whether there will be more surveillance testing and more contact tracing. Dean Brennan indicated that students in classes will not be tested if someone in the class has a positive Covid19 result. Dr. Lu asked about follow-up action to the 8-9 question ODS accommodation letters.\* Dean Brennan will reach out to the ODS Director to gather information and resolve the issue.

The meeting ended at 3:56 p.m.

\* Chairs/Directors,

I have had several email conversations with Gavin Steiger today. Here is the most important information from our conversation. First, the reasons for the change in requests:

*ODS has had to change our process on this accommodation due to some fairly recent guidance from the Office of Civil Rights. OCR has stated that a student should not be put into a situation where they have to negotiate the details of an accommodation with a faculty member. If ODS feels an accommodation is appropriate, OCR has stated that ODS must then do the work to determine whether or not it is reasonable. In these cases, we have to look at the accommodation class-by-class since attendance may not be required for one class and may be vital in another. This process will also protect the faculty later in the semester if a student has missed a lot of classes, and it will give the student an idea of whether or not they can successfully complete the course with the number of absences they have.*

Now, that really needs to be addressed from that list of questions:

*The most important question in the list of questions in the last one. It is most helpful for ODS to know whether or not a professor will allow any additional disability-related absences beyond what may be available in the syllabus. If the class is being taught remotely and is asynchronous, then this accommodation is not applicable. If the professor does not take attendance, then this accommodation is not applicable. But, if the professor feels attendance is important, ODS wants to know from them what specific number of disability-related absences would be permissible before the student gets to the point of no return and cannot successfully complete the course. And, oh, by the way, that number can be 0.*

He is also going to attend an upcoming CoC meeting to discuss these changes.

Mary

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