

Online Senate Meeting August 27, 2020 (via Zoom)

Abbreviations used:

EB: Elaine Berg, CM: Christine Mathenge (presiding officer)

RM: Rodney Mills, PS: Perry Scanlan

SEC: Senate Executive Committee

FTF: Financial Task force

Q: question

Comm: committee

P&G: procedures and guidelines

Vice Provost Lynn Crosby: Lynn Crosby

Meeting recording starts: 3pm meeting starts

CM calls the meeting to order.

Welcome everyone!

Recognition of guests. If you are guest, please put the word guest in front of your name.

No roll. Use the usage report at the end of meeting to see the attendance.

Motion to approve todays agenda.

RM moved. PS seconded.

EB: Only senators should vote.

Bill Rayburn: Some senator emailed that he was not able to get in.

Perry: App glitch going. Use web instead.

CM: we will use the chat only to be recognized. send chats to Kathy.

38 yes to approve the agenda.

Move forward.

We don't have the minutes from May 7. We will work towards getting those.

Remarks: Welcome everyone. It might be a challenging semester. Appeal to be flexible and hang in there.

APSU President Danelle Whiteside: Thanks everyone. Thanks for all your efforts. We have a lot of work to do.

Covid Command team has been working hard.

Congrats to all faculty who won awards. Sad that it was online.

FTF: many faculty were there. A doc was produced and sent to all faculty.

Level 1, 2, and 3.

Appetizers 1, salad 2, entrees 3. Appetizers are good for now FOR US. No definitive answers for now.

Wait till fall 2. Early retirement option. Procedures put in place are good.
Q about when: pivot: number: for virtual?

Number of factors: quarantine rooms, hospital rooms available, Local, state numbers.

There is free testing in the Ard building. As I'm going to the football game.
I'm negative.

Finally, I'm committed to transparency. I go to FB and Insta to give campus updates.

Covid Command Team meet every morning at 8:30am
I'm excited to serve you.

Time log: 3:18pm

CM: send your requests to Kathy Lee.
Any questions for President Whiteside. None.
Thank you.

Provost Cronley:

Thank you. Hello to everyone. I'm looking forward to engaging with everyone. I'm thrilled to be here. I'm excited to be here for 7 weeks.
Welcoming community. Different start for me. We are on the right path.
Thanks. I want to echo President Whiteside to thank all the prize winners.
Faculty meeting and my opening session meeting are on the website for academic affairs.

Resources are also there from pre-semester calendar. Thanks for participation.

Also, there are Covid resources for faculty. FAQ. I work with Crosby to improve that. I continue to update that on the FAQ. Thanks for doing all the work. We ask faculty to do a lot and they did that. Everyone is ready to pivot. Students get the best educational outcome. Faculty are so teaching forward. Every interaction has been awesome.

Thanks to the folks on the Covid Command Team.

Thanks to Dean Meisch and the work she has done. It has helped my transition.

Thanks to the SEC and their work they have done. Thanks for including me in that discussions.

SEC helped us to form the FAQ.

Enrollment: when I started in the mid double digits down. Now it is different. Many folks helped us to improve enrollment. Thanks many of you. Operation Blitz. Helped enrollment.

We are still down but much better, enrollment down 8.6%. student credit hrs : 6.3% down. We hope fall 2 will be better.

We have a imp agenda item today. And we have to come to a resolution today.

Temporary measures taken and these are temp.

Thanks all. I'm excited to be here.

Any Q's.

CM: Thank you. Any Q's. Send a quick note to Kathy Lee.

PS: on the phone needs to be recognized. They cannot use the chat function.

Andrea Spofford: we don't have reaction option. On the phone.

CM: no questions. Thank you President Whiteside and Provost Cronley. Let us move on.

New business: proposed procedures for the new RTP process.

Elaine: I'm chair of the RTP comm,

The members are Tom Buttery, Mickey Wadia, Greg Hammond and few others.

The comm works with the provost. Reviewing procedures today. Doc originated and REVIEWED BY HR and Legal Affairs and Office and Equity and Equal Opportunity. Tuesday afternoon this week we met and approved it. Provosts Council approved it yesterday. Temp basis we are moving it online. Health and Safety of faculty.

We may have to pivot to online. RTP process has to move forward.

Ask for a motion.

William Rayburn moved.

Seconded.

EB: Vice Provost Lynn Crosby in the meeting and staying as she has a lot of knowledge.

Any questions and discussion.

William Rayburn (WR): Can I ask a Q.

CM: send Kathy a request

WR: both of you feel this will handle the situation. Is that correct?

Lynn: yes. EVEN IF WE PIVOT, IT IS GOOD.

EB: YES

WR: THANKS

Eric Branscome (EB): how to generate minority reports, while protecting anonymity?

EB: same process as outlined in the P&G doc.

Always hard to write a minority report and keep it confidential.

I don't understand your q. Can you elaborate?

Eric: how to write a minority report without making it non-confidential?

EB: Mickey Wadia (MW) can respond.

MW: GOOD AFTERNOON. It is impossible to have complete anonymity. There is no mystery ghost writer. Fact of life. Reality of a minority report.

Eric: Thanks

No other questions.

Give a minute.

Then we are ready to vote.

Perry: we should ask those on the phone

Jeff Williams: In Music: issue of DocuSign: it does not work or it less electronically faculty members and they cannot do it as fast. Slow down the process.

EB: defer to Crosby.

Lynn: Antony Roark is the docuSign expert.

WE WILL start training about the process. TEST out the process.

Simulating the process in the docuSign template. If you know of someone with docuSign, we want testers for our testing process. Troubleshoot problems in advance. Thanks for suggesting that. Device issues.

Jeff: I'll send that to you

Lynn: YOU can have multiple people signing off simultaneously. So it will not slow down the RTP process.

Candidate will not receive it until comm members have signed.

Rodney: Hello. Is this prescriptive for all departments? Or some smaller departments can vote in person with social distanced fashion.

EB: same for all depts. So it should be consistent. For all. I'm afraid that if different ways are followed it might be detrimental.

Lynn: Consistency is key. Same methods for all. This is temporary because of Covid.

I've had email and phone conversations with interim general counsel. We have institutional potential for inconsistency. No complaints will be there if it is consistent.

Some comm members might be uncomfortable to say that I'm not comfy to come to campus.

That dept comm is at a loss and might cause delays. Prepares us to be pivot ready.

Did I answer your Q?

RM: yes.

Nancy Gibson: verify: document: presiding officers able to vote: covered in training. How would that work?

EB: yes, we have discussed that. Presiding officer will be host, but when voting comes: then, the chair or dean might step IN TO RUN THAT POLL. Yes, that is a concern.

Nancy: thank you

Alex King: Concern about docusign. For minority report. During a testing phase, it should be looked into, for seeing who signed might be available. All you get is an email. At college level: 30 emails you will get. 1 of that might be a minority report. Difficult to track. Who signed what.

Lynn: Somewhat similar to the Q raised in the RTP comm meeting.

RTP comm members asked: who will track this? Who will have the ability to see the status?

Initiator will have access (academic assistant to chair/dean) dept chair or dean might also have access. Gotta talk to Antony Roark. Way to monitor that progress. Call someone and clarify stuff. Does that address your Q?

Alex: thank you

Ann Silverberg: Guest: Reports will automatically go to the candidate. Is that correct?

Lynn: That is correct. However, there might be a delay. Say a particular comm has a delay 24 hours before it goes to candidate.

At chairs meeting, couple chairs spoke that they like candidates like to see the report before they have a conversation with the candidate. Ready to meet if that was necessary.

CM: entertain motion to extend time:

Yes, second, Rachel.

Ann Silverberg guest: we have a minority and majority report at the same time. Reports not signed at the same time, candidate might get a minority report sooner than the majority report.

Lynn: they are supposed to get to the candidate at the same time
We will look into this. Procurement contracts and Antony Roark will look into this. We will contact the docusign vendor.

AS: we have to check a box. One way to set it up. So, don't check the minority report box.

Tim Winters: thanks the committee. Voice my support for consistency in the process.

Consistent and thorough FOLLOWING OF GUIDELINES.
Appreciated Lynn's comment about feeling pressured to come to campus.
Guidelines are imp to ensure fairness and CONSISTENCY

EB: thanks

Eric Branscome: hypothetical scenario: 9 people voting and Jeff voting by proxy, if I have to add his vote: everyone will know his vote.

EB: we have seen that. Keep the virtual process as close to the process prior to covid.

If you vote by proxy, email your vote. It is not anonymous. Open to new ideas.

We have not figured that out.

Meeting participation has been phenomenal. Off topic but virtual should be good.

On the phones: please recognize and unmute yourself please.

No questions.

CM: Any other comments.

NO COMMENTS.

EB: people ready to vote?

Proposal as is?

EB: participants: yes

Watch for what you voted in the past.

Let ONLY senators vote. Not the guests.

On the phone: how do they vote?

Andrea: we could vote by sending an email

Voting results: (manual count on Zoom)

38 yes on zoom

5 yes from phone

43 yes and 2 no

Proposal moves forward.

EB: yes.

Thank you all.

EB: IF YOU think of things, please email me or Vice Provost Crosby OR anyone on the RTP committee

CM: thanks to all.

4:10pm

Move to adjourn

Rachel moved and PS seconded.

Meeting adjourned. Thank you!