College Senate Meeting Minutes
7 December 2020

Attendance

Senators Attending via Zoom: E. Frisbee, S. Jones, D. Gashler, L. Aleska, A. Krause, A. Calabrese, A. Balcom, S. Babcock, C. Rossi, D. Aikens, D. Conklin, D. Cutting, D. Holub, E. Ericson, E. Wagner, J. Cash, J. Fishner, L. Jones, K. Dushko, L. Tessier, L. Ciafardoni, M. Wake, M. Fields, R. Celli, R. Piurowski, S. Shoemaker, T. Hamblin, W. Shaffer, J. Warren, D. Krzyston, E. Liberatori, M. House, J. Lindsay (proxy via L. Jones)

Senators Absent: D. Green

Guests: Lars Schweidenback, Susan Deane, Katie Bucci, Desiree Keever, Karen Teitelbaum, Thomas Jordan, Lindsay Walker

Meeting called to order at 4:32 pm by Presider, E. Frisbee via Zoom.

Meeting Minutes
- Motion to approve the 11-23-2020 meeting minutes: Ward Schaffer made the motion, Erin Wagner seconded. 1 abstention. Motion approved.

E-Board Updates and Consultation Update – Liz
- Email from Ron and Sharon – they have just gotten through all the evidence. They are working on the report now, but it is not quite ready yet. We'll keep you posted.

Academic Planning Committee Update - Lisa Tessier & Dan Gashler & Shannon Shoemaker
- Ad hoc meeting was held today
- Discussed plan to bring students back to campus; online classes begin Feb 1; in-person classes on Feb 15; plan to test students
- Budget concerns re: student resources (e.g. library)
- Concerns about if/when to have a break in the semester (e.g. mini-breaks)
- No discussion about fall semester; discussion of Spring calendar in general (e.g. Spring 2022 instead of 2021) – no conclusion from that conversation
- Dan: grateful to have more faculty participation in the meeting; need to have more of these meetings
- Majority of people want to keep online add-drop process rather than filling out paperwork
- Students will wear wristbands to clarify which students have been tested or not when they check in on campus; commuter testing days – a way for faculty to identify that students are safe to be in the classroom

Bylaws Update – Alice Krause

- Haven't done a revision yet to the language
- Last meeting was a bit sparse and Operations committee was not in attendance so we wanted to wait on this conversation to ensure full understanding of the bylaws changes.
- Interfacing with Dean/department about getting out the vote may be better to come from the area rather than the operations committee; Operations committee happy to facilitate the vote itself.
- Deans/dept communicate that there is an open seat, but Operations committee facilitate the vote.
- Wait until the Spring to have a clean copy of this language for a vote.
- Would the deans really be the only person who would have the list of pertinent faculty?
    - Faculty/staff list – difficult to use and not up to date
    - Highlighting a communication issue on campus – we don't have listservs for each sub-area
    - Can always change the language if we have better communication practices in the future.
- What happens if the rules aren't followed (e.g. the Dean doesn't contact their faculty or didn't notify the Operations Committee)?
    - Voided election and do it again
- Plan to table the vote until we have clear language from the committee. Will vote next year.
    - Thank you, Bylaws Committee!

Senate Spring Meeting Dates – Liz Frisbee

- Do we want to change our Senate meeting day and time changed?
    - Something to think about for the Fall (especially since many holidays fall on Mondays then).
    - Common hour? Or does that interfere with other meetings as well.
    - Plan to try to come up with the next semester's meetings so folks can plan when they agree to be on Senate
    - Curriculum Committee always the first Tuesday of the month – need to ensure we work with them.
    - Motion to vote in the schedule for the Spring: Terry Hamblin, second: Donna Cutting. Vote: Motion passes.

Vancko Hall Updates – Susan Deane

- Vancko Hall Updates being switched to May from August. Any feedback on this?
- Lisa T. – appreciative to review this and know ahead of time. Feedback from LA&S was positive. Gives students a little more time to enroll in Summer class. Only concern was regarding time to complete an incomplete if a student couldn't access their Vancko Hall

material during this time? Susan: we would instead wait to allow the student to start the incomplete; count the 20 days for an incomplete AFTER the VH updates.

- Shannon: from Business and Hospitality – only concern is about teaching summer session so late into the summer and not having a break between the two sessions; perhaps redo the five week model that we used this past summer? Susan – something to think about and make sure that it's uniform across the school.
- Should not impact those faculty teaching summer sessions.
- Susan is meeting with Nancy Smith tomorrow to discuss this further.
- Thank you, Susan!

Callas Center Online Updates – Ericka Ericson

- Training proposal – per guidelines for a Spring 2021 opening, this
- Remote instructions – guidelines re: regular and substantive interactions
- To meet the outline guidelines and to make sure students are receiving high quality online education, this training proposal was
- Some training pathways are already in existence
- Tracking and documentation process; micro-credentialing;
- Formalized training framework 4 week training and 2 additional meetings on interactive learning materials (e.g. creating videos); formalized capstone project (course that would undergo course review or intro module and a learning module/content)
- Estimated time commitment of 6-10 hours total depending on individual's previous experience with online teaching
- Dean recommendation of who this training would be appropriate for; but the training would be available asynchronous for anyone to take as they need/want
- Doug – asynchronous course is available anytime; is the synchronous only available during the semester? Could be overwhelming. Ericka – will be offered twice a year (starting first week of January and August – not the same time as a faculty would be teaching)
- Erin – Master list would be back-dated essentially if they've already participated in training. Ericka – yes, if you've already taken a training since 2018, deans can view this info.
- Ericka – Student Orientation Support (optional – some UNI 100 courses require it) – looking to include this into New Student Orientation or Bronco Ready Days to help get students used to VH;
- Lisa T. – Promotion guidelines have already been approved; how does it work for folks in the promotion process already? Ericka – need to check back with leadership; can be used as evidence towards promotion, but not sure how/what the expectation is. Thinking about this more in terms of going forward.

New ILO Assessment Process – Katie Bucci and Desiree Keever
- Seeking Senate endorsement of the new process
- ILO – meant to be competencies that all of our graduates will have learned regardless of degree/level
- Current process and proposed changes
    - Program maps; courses sort of cherry-picked
    - GE – discipline-specific experts with more representative sample
    - Good time to assess what we think it's important for Delhi students to learn
    - Campus priorities survey determined five new ILOs
    - Civic Engagement, Personal Responsibility, Diversity, Equity, and Inclusion, Critical Thinking, Communication Skills
    - All programs responsible to integrate these ILOs into their programs
    - ILOs should be assessed at multiple points (e.g. twice at AA/AS level; three times for BS+)
    - Replicate WAC group to provide more support (e.g. rubric/grade norming, sample assignments) for the different ILOs
    - Introduce, reinforce, master these concepts and then assess them
    - Hold discussions within program/school to see where these concepts are being taught; how these ILOs fit with other levels of assessment (e.g. PLOs or GE), etc.
    - Executive summary on the priorities and ILOs based on the survey – will be going out in Delhi Today
- Conversation/Feedback?
    - Lisa T: Personal Responsibility – how are these things assessed? How as a faculty member would I be able to assess a student's mental health? What if they have social health but not economic health? Katie – no rubric development has started yet. Soft skills, personal success, self-management, and life skills were broadly combined into "personal responsibility." Benchmarking suggests that this is a common ILO. Desiree: Less about the student's own mental health and rather their understanding of that idea.
    - Amanda: Question about the non-classroom assessment and the cohorts. Library wants to assess students at multiple points and haven't been able to. Katie: Non-classroom assessment don't always get to see the same students over and over again. Desiree – we welcome feedback to our assessment work groups and have those discussions. If you're looking to do different things in the library, there will be opportunities as we develop how these things will be put into place.
    - Rich – ILO data pre-and post-Covid? Katie – best place to look at this is Strategic Plan Reportcard. Drastically different numbers between ILO data and GE data. Will be able to report to the programs to see how students are doing at the ILO level. Most useful when looking at the program-level.

- o Desiree – if folks have questions, please feel free to come to our assessment committee meetings or reach out to your assessment committee representatives.
  - o Don – who is responsible for building these tools? Bottom up or top-down?
    - Desiree: Work groups will create possible tools/models; it's kind of both. The assessment is creating a skeletal structure – but can be a launch point.
  - o Katie – seeking Senate endorsement; should hold a vote
- New ILO Process: Motion to endorse the new process with the understanding that this process is a work in progress and is not the final version of the new ILOs yet: Jason Fishner; second: Ward Schaffer;
  - o Discussion: Dan G. – do we want to gather feedback first? Last senate meeting – won't be meeting again until Feb 8 – this is being presented at the next assessment day in January. Folks can always reach out to the assessment committee (meet every third Thursday at 3:30). Every area has a rep. Starting conversation in January for new ILOs to be rolled out in Fall 2021.
  - o Vote: 1 no; 4 abstentions; Motion passes.

Curriculum Committee Updates – Lars Schweidenback
- December 1st meeting proposals
- CC20-30: Applied Tech changing a pre-req to be more inclusive; motion: Lisa T., second: Erin W.; vote: motion passes.
- CC20-31: Applied Tech ESYS 285 – removing the major restriction from the class; motion: Jason C.; second: Ward Schaffer; vote: motion passes.
- CC20-32: MATH 102 – Proposal to change program restrictions; motion: Terry; second: Doug H.; vote: motion passes.
- CC20-33-36: Proposal to change Carnegie units for Math 102, 115, 138, HOSP 130 to allow for either 3 or 4 hour classes; motion: Donna; second: Dennis Aikens; vote: motion passes.
- CC20-37: EVNT 420: Advanced Event Management – change in pre-req; motion: Shannon; second: Ellen; vote: motion passes.
- CC20-38 – new course NURS 500 Foundations of Global Health – helps with accreditation; motion: Amanda; second: Ellen; vote: passes.
- CC20-39 – 40: Remove NURS 501 from Nursing MS degrees; motion: Ellen; second: Ward. Vote: passes.
- CC41 - 54: Changing pre-reqs to remove NURS 501 and replace with 500 in courses in the major. Motion: Dan G; second: Ericka. Question: Don: if someone took a semester off and came back, would they have to go back to do NURS 500. Lars: Might need forced

registration for special circumstances. Hopefully that would be a small number of students. Vote: passes.

Agenda complete. Happy holidays, everyone! See you next year!

Meeting adjourned at 6:14pm

Next Meeting: Monday, Feb 8, 2021 @ 4:30pm (Zoom)