

**Faculty Senate Meeting Minutes
Monday, October 1, 2018**

FACULTY SENATE MEMBERS

Present?	Senator / Representative	Position	Proxy Name?
Y	Bieser, Kayla	1st year senator	Arrived 4:15
Y	Bryans-Bongey, Sarah	2nd year senator	
Y	Caputo, Cristina	1st year senator	
Y	Edmonds, Jennifer	2nd year senator	
Y	Evanski, Andrew	1st year senator	Susan Growe
Y	Fernan, Cecelia	2nd year senator	
Y	Goodrich, Sam	1st year senator	
Y	Haff, Darlene	2nd year senator	Arrived 4:10
Y	Howerton, Amber	1st year senator	
Y	Jewell, Samantha	at-large senator	
Y	King, Nathaniel	2nd year senator	
Y	Kunkle, Alexander	2nd year senator	Danielle Johnson
Y	LaMotte, Phil	1st year senator	
Y	Larocco, Angelo	1st year senator (subbing for Borines)	
Y	Le-Nguyen, Janice	2nd year senator	
Y	Mari, Vanessa	1st year senator	
Y	Marshall, Shantal	2nd year senator/Parliamentarian	
Y	Meyerowitz, Beth	2nd year senator	Lori Navarette (4:32 arrival)
Y	Naumann, Laura	1st year senator/Secretary	
Y	Rosales-Lagarde, Laura	1st year senator	
No	Tapia, Raul	2nd year senator	
Y	Scano, Andra	2nd year senator	Arrived 4:12
Y	Silva, Nathan	1st year senator	
22	Total Voting Present	(23 Total)	
Yes	Quorum Met?		
Y	Peters, Abby	Chair, non-voting	
Y	Ballif, Serge	Vice Chair, non-voting	
No	Woydziak, Zachary	Past Chair, non-voting	
Y	Pazagardi, Leila	NFA, non-voting	

GUESTS

1. LaNelda Rolley
2. Gregory Robinson
3. Gwen Sharp

Time	Agenda Item	Type of Item
	<p>I. CALL TO ORDER The meeting was called to order by Faculty Senate Chair Abby Peters at 4:01 pm.</p>	
	<p>II. A. APPROVAL OF AGENDA Motion to approve, Silva Seconded, Bryans-Bongey Vote: motion carries</p> <p>II. B. APPROVAL OF MINUTES Motion to approve, Marshall Seconded, Jewell Vote: motion carries, 1 abstention</p>	Action
	<p>III. OPEN MEETING PRESENTATIONS</p>	
4:05 - 4:15 PM	<p>III. A. Website Updates Q & A, LaNelda Rolley, Director of Marketing</p> <p>Handouts</p> <ul style="list-style-type: none"> ● Contact information for AdLava / WordPress Assignments ● Next Steps <ul style="list-style-type: none"> ○ Refining search results ○ Moving from PDF to Word docs so that they can be found by search engine ○ Updating degree plans ○ Creating news page ○ Finalizing faculty bios ○ Adding student and alumni testimonials ○ Develop webpages for administrative units ○ Dept reps → list of priorities / timeline ○ Jan-March -- survey students, staff, community partners for re-design <p>LaNelda (began Dec 1st),</p> <ul style="list-style-type: none"> ● given top priority to have website up and running by Feb 2018 ● Certain expectations were not met when website went live ● Website intended to be marketing/recruitment focused; but no plan of action for “other” information → led to lots of broken links ● In Triage Mode -- working to fix broken links; add information <ul style="list-style-type: none"> ○ e.g., BSN page counting for all SON page ● Need to move away from just marketing/recruitment to be more fully functioning <p>Comments:</p> <ul style="list-style-type: none"> ● Gwen -- how to apply for graduation page; wrapping isn’t working appropriately <ul style="list-style-type: none"> ○ Could require “clearing cache” ● Amber - can’t pull up 2018 catalog, neither via search bar or 	Information

	<p>google; look for quicklinks</p> <ul style="list-style-type: none"> ● Gregory - Is marketing open to a team identifying major issues for prioritizing issues ● LaNelda -- only have AdLava contracted for 30 hours/month and need to prioritize <p><u>Problems?</u></p> <ul style="list-style-type: none"> ● Find your contact on list for WordPress Assignments; Send issue / describe problem. ● if no contact on list, send to marketing@nsc.edu <p>Ended 4:20</p>	
<p>4:15 - 4:30 PM</p>	<p>III. B. Introduction of Policies, Gwen Sharp, AVP of Academic Initiatives</p> <p>III. B. i. Student CARE Policy</p> <ul style="list-style-type: none"> ● Few edits submitted to update policy, including having care team to follow up with in timely fashion, but without too much details <p>III. B. ii. IRB Policy</p> <ul style="list-style-type: none"> ● Although there is an IRB handbook, there are many aspects of IRB that are required as an institution → pulled that information from the handbook to formalize policy; had not gone to Senate before ● Updated policy for membership: Federal regulation only requires 5 members, not 7; have reduced requirement to not need two faculty from each school. <ul style="list-style-type: none"> ○ One - IRB chair (Sarah Bryans-Bongey) ○ Two - Library representative ○ Three - Five - One member from each school ● Plan is to turn handbook into more of a guide with examples for how to complete protocol; decision trees ● Proposals should be submitted by last day of the month for review the following month <p>III. B. iii. Department Chair's Policy</p> <ul style="list-style-type: none"> ● Has only been used by LAS (only school with dept chair) ● Last policy had untenable timeline (didn't know who would be chair with enough time to determine course release; summer plans) ● Evaluation form did not adequately fit description of chair duties ● Solicited feedback from LAS faculty, past-chairs ● Updates to Policy <ul style="list-style-type: none"> ○ Must be tenure-track, cannot be lecturer due to evaluation of TT scholarship ○ Feedback form was revised significantly <p>Ended 4:32</p>	<p>Information</p>

4:30 - 4:40 PM	<p>III. C. No-Cost Textbook Initiative Updates, Nathaniel King/Tiffany LeMaistre (Library)</p> <ul style="list-style-type: none"> ● Major inflation on textbook costs ● Students select NSC due to affordability ● Initiative: Low/no-cost Textbook Institute <ul style="list-style-type: none"> ○ Hybrid institute -- how to search for resources; issues with copyright; developing course plan + work time ○ Dedicated time + incentives made it possible ● Next Steps: <ul style="list-style-type: none"> ○ Meet with core faculty before strategic initiatives requests to support another summer institute ○ Lessons learned; following up with those who have executed -- what worked, what didn't ● Questions: <ul style="list-style-type: none"> ○ Cristina -- will there be a resource page with links? Especially for student support/tutors <ul style="list-style-type: none"> ■ Most are integrated within Canvas; ideal goal to create a repository ○ Shantal - any support to create or edit our own textbooks? <ul style="list-style-type: none"> ■ Hope to get more interests through listening tour <p>Ended 4:40</p>	Information
4:40 - 4:50 PM	<p>III. D. NSC's Garden, Laura Rosales, Asst Professor of Env. Res. Sci.</p> <ul style="list-style-type: none"> ● We have a garden! Just to the west of LAS bldg ● Tues/Friday 7:00 - 10:00 am -- three interns working with Garden Farms ● Use garden items in NSC's cafe ● Currently composting; need shredded paper so keep yours! ● Questions: <ul style="list-style-type: none"> ○ Andra -- are you working with anyone else for internships? ○ Laura R - Yes, we are working with several groups including Creating Change; promoting healthy nutrition to reduce obesity ○ Students can be any major to participate ○ Contact Laura Rosales or Jennifer Edmonds for more info <p>Ended 4:48</p>	Information
4:50 - 5:05 PM	<p>III. E. Curriculum Degree Proposals, Chair Amber Howerton</p> <p>III. E. i. BA in Elementary Education with Concentration in Bilingual Education (Laura Naumann)</p> <p>III. E. ii. Minor in Bilingual Education (Laura Naumann)</p> <ul style="list-style-type: none"> ● Had 39 proposals to review, but sent forward degree proposals 	Information

- Have not voted on the three degrees presented today
- Several degree changes

Substantive changes to degree:

- **BA in Elem Ed with bilingual endorsement**
 - CCSD is bringing back bilingual classrooms, not only ESL
 - Students will get license/endorsement
 - 121 units, including possibility to do student teaching in another country (option)
 - All coursework for revisions have been submitted

New Proposals:

- **Minor in bilingual education**
 - Same coursework as above, open to any student
 - Includes EDU 260 Foundation of Bilingual Education (Cultural Diversity) core course also open to any student; no pre-reqs
- **Minor in interpreting**
 - 24 credit minor, intended for deaf studies majors
 - focuses on interpreted skills; all relevant coursework has been proposed

Questions:

- Abby/Amber - Currently don't have policy on whether minors have to be stand alone or is it okay to add minors for specific majors (e.g., Chemistry for Biology; Interpreting for Deaf Studies)
- Amber - In future, ask whether it's a stand-alone minor or something to tack on to a degree.
- Shantal - How many faculty are needed to sustain this?
 - Amber- currently not asking for more faculty

Update:

- Hope to have Core Curriculum proposals route through Senate before going to Provost
- Core Curriculum "task force"
 - Chairs + faculty meeting -- discuss what is expected in the core; develop more outcome-driven core

IV. CLOSED MEETING PRESENTATIONS

5:00

Motion to add to agenda about Budget Updates
 Motion, Beiser
 Second, Haff
 Motion carries

- Kevin called immediate Executive Budget Committee
- 4.3 Million to spend, wants positions to post by Nov 1
- 13 positions already proposed Friday 9/28 at Provost meetings

	<ul style="list-style-type: none"> ● Provost's reviewing list and will be given to Senate to rank <ul style="list-style-type: none"> ○ Tuesday, October 16th during common time ○ + special January session ● Senate rankings will go back to Exec Budget ● Office Space -- TSK architects to add additional floor to Dawson <ul style="list-style-type: none"> ○ Happens in three phases, adds 100-150 offices ○ Won't get state funding for offices ○ Start construction by Mid-may and finish by August ● State is making us raise student fees; but reducing another fee so students don't feel impact ● Use excess money to support new textbook initiative to pay for student textbooks ● Performance enhancement pool -- can't be merit to be added to base pay, but would be bonus to support faculty who are helping college succeed -- new policy. <p>End 5:11</p>	
5:05 - 5:20 PM	<p>IV. A. Robert's Rules and Anonymous Voting, Parliamentarian Marshall</p> <ul style="list-style-type: none"> ● Reviews commonly used Robert's Rules <p>End 5:25</p>	Information
5:20 - 5:25 PM	<p>IV. B. Student Care Policy</p> <p>Motion to approve Student Care Policy, Howerton Seconded, Jewel</p> <ul style="list-style-type: none"> ● Discussion about MLOA policy, note that this policy is not the same as MLOA, but references as one possible recommendation ● Will follow up with Gwen about MLOA policy ● SON clarification -- Does not supercede policies from other schools as they related to LOA <p>Move the previous question, Haff Second, Edmonds Motion carries</p> <p>Motion carries to pass student care policy</p> <p>Ends 5:34</p>	Action
5:25 - 5:40 PM	<p>IV. C. Committee Revisions & Chair Elections, Secretary Naumann</p> <p>Chair Peters reviews changes listed here: https://docs.google.com/document/d/1ZLEhqe7ngxFgLTI--w_uYBXFI</p>	Action

	<p>gPcmR0ZvSCqOSrJ-dM/edit</p> <p>Motion to accept committee descriptions Motion, Marshall Second, Haff Motion carries</p> <p>Motion to approve nominations for faculty senate committee chairs Motion, Haff Second, Fernan Motion carries</p> <ul style="list-style-type: none"> ● Bylaws and Code--nomination of Elizabeth Meyerowitz ● Academic Faculty Affairs -- nomination of Shantal Marshall ● Administrative Faculty Affairs--nomination of Alex Kunkle ● Part-Time Faculty Affairs--nomination of Nathan Silva ● Fiscal Affairs--nomination of Laura Naumann ● Library Advisory Board--nomination of Nathaniel King 	
<p>5:40 - 5:50 PM</p>	<p>IV. D. Chair's Updates, Chair Peters</p> <p>Student Housing task force recommendations</p> <ol style="list-style-type: none"> 1. Angelo Larocco (SON) 2. Vanessa Mari (SOE) 3. Jennifer Edmonds (LAS, Chair of Facilities) 4. Alicia Lamotte (Admin faculty) <ul style="list-style-type: none"> ● NSC Admissions Approach and Standards--Conversation coming about minimum GPA standards ● Campus transportation loop added to <u>existing</u> facilities contract <ul style="list-style-type: none"> ○ 16-seat disability-compliant bus ○ 30-minute loop ● NSHE evaluation of health care insurance benefits--Survey coming <ul style="list-style-type: none"> ○ Particularly bad for northern schools ○ NSC did not create survey; save critiques! :) ○ Please participate! ● NSSA Joint Board Meeting <ul style="list-style-type: none"> ○ Students would love to see faculty at more NSSA events ○ Seeing faculty at events "humanizes" us and makes us more approachable ○ Proposed Student-Faculty event week (Trivia, Field Day, etc) ○ Carlos Navarro just hired as Coordinator of Student Life, keep an eye out for survey 	<p>Information</p>
<p>Est. 5:50 PM</p>	<p>V. ADJOURNMENT</p>	

	<p>The meeting was adjourned by Faculty Senate Chair Abby Peters at 5:51 pm. Second, Haff</p>	
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