

**Faculty Senate Meeting Minutes
Tuesday, February 4, 2020**

FACULTY SENATE MEMBERS

Present?	Senator / Representative	Position	Proxy Name?
Y	Caputo, Cristina	ADMIN; 2nd year senator/Secretary	
Y	Kunkle, Alexander	ADMIN; 2nd year senator	Proxy: Sam Goodrich
Y	LaMotte, Phil	ADMIN; 2nd year senator/Parliamentarian	
Y	Nava, Vincent	ADMIN; 1st year senator	Proxy: Alejandro McGarvie
Y	Le-Nguyen, Janice	ADMIN; 1st year senator	
Y	Draper, Christine	AT-LARGE; one-year senator	
Y	Bieser, Kayla	LAS; 2nd year senator	
Y	Cash, Becky	LAS; 2nd year senator	
Y	Howerton, Amber	LAS; 2nd year senator	
N	Meertins, Jasmine	LAS; 2nd year senator	
Y	Silva, Nathan	LAS; 2nd year senator	
N	Edmonds, Jennifer	LAS; 1st year senator	Proxy: Zachary Woydziak (No Show)
Y	Haff, Darlene	LAS; 1st year senator	Arrived Late
Y	Jewell, Samantha	LAS; 1st year senator	Arrived Late
N	Tapia, Raul	LAS; 1st year senator	
Y	Lutz, Kelly	LIBRARY; 1st year senator	
Y	Price, Jessica	PTI; one-year senator	Proxy: Sam Piccone
Y	Mari, Vanessa	SOE; 2nd year senator	
Y	Beaudry, Christine	SOE; 1st year senator	
Y	Jones, Sharon	SOE; 1st year senator	
Y	Evanski, Andrew	SON; 2nd year senator	
Y	Larocco, Angelo	SON; 1st year senator	Arrived Late
Y	Johnson, Michael	SON; 1st year senator	Arrived Late
Y	Borines, Zarah	SON; 2nd year senator	
21	Total Voting Present		
Y	Quorum Met?		
Y	Ballif, Serge	Chair, non-voting	
Y	Naumann, Laura	Vice Chair, non-voting	
N	Peters, Abby	Past Chair, non-voting	
N	Opfer, Nicola	NSSA advisory, non-voting	

GUEST PRESENTERS

- | | |
|-------------------|-------------------|
| 1. Alicia LaMotte | 5. Eric Gilliland |
| 2. Chris Garrett | 6. Vickie Shields |
| 3. Brian Berman | 7. Gwen Sharp |
| 4. Anthony Ruiz | |

Faculty Senate Meeting Agenda
Tuesday, February 4, 2020
3:45 - 5:45 PM | KAB 105

All supplementary materials are available on the Faculty Senate Canvas Page under the 'Agendas' Tab.

Time	Agenda Item	Type of Item
Est. 3:45 PM	I. CALL TO ORDER	
3:50 PM	II. APPROVAL OF AGENDA AND MINUTES Motion: Senator Silva Second: Senator Beiser Vote: Unanimous	Action
	III. OPEN MEETING PRESENTATIONS	
3:50 - 4:00 PM	<p>III. A. Alicia LaMotte - RISE Peer Mentor Program and Recruitment The new RISE Peer Mentor program currently has 5 mentors and hopes to increase to 20 next year. The program theme is breaking new ground/rising together ("Be a Trailblazer"). The program is seeking current NSC students to serve as role models/peer mentors. Rise Peer Mentors will:</p> <ul style="list-style-type: none"> ● Be the first faces students see during new student orientation; mentors will be assigned about 10 students during orientation. Those students will be enrolled in CEP/ALS and continue building a relationship with the same mentor through the class and/or campus activities. ● Gain valuable leadership skills through participating in the program via NASPA Peer Educator training. <p>Request of Senators/Faculty & Staff: Please complete the RISE Peer Mentor Referral Form to recommend students who could be a good fit as peer mentors. Priority deadline for applications is February 14th.</p> <p>Discussion/Questions:</p> <ul style="list-style-type: none"> ● Senator Silva: Should we give students a heads up that we've referred them for the position? <ul style="list-style-type: none"> ○ Yes but the program will also contact them to let them know that they were referred by faculty. ● Senator Bieser: What are the credit or GPA requirements? <ul style="list-style-type: none"> ○ To be considered students must have completed courses this past fall and have 2.75 GPA and be currently enrolled in 6 credits in fall and spring ○ Students should not be higher than junior status so that they can stay with assigned cohort through their first year. ● Senator Borrines: Is the program considering diversity in applicant selection? <ul style="list-style-type: none"> ○ As long as students meet the minimum position criteria, all candidates from various backgrounds will be considered. ● Senator Jewell: What are the hours/pay? <ul style="list-style-type: none"> ○ Mentors will work about 10 hours/week and receive comparable pay to other positions on campus ● Chair Ballif: will they be embedded in CEP/ALS courses? <ul style="list-style-type: none"> ○ Yes, the mentors will attend at least 2 class sessions per month ● Provost Shields: Peer mentoring is a high impact practice. It's exciting that we are pursuing this kind of effort for our students. 	Information
4:00 - 4:05 PM	III. B. Laura Hinojosa - CARE Team Case Manager Laura Hinojosa was out sick and unable to present today. Please contact her	Information

	<p>with any questions or resources regarding the NSC Food Pantry, social/emotional resources, and/or counseling services.</p> <p>Laura Hinojosa, Case Manager CARE TEam/Office of Provost Laura.Hinojosa@nsc.edu (702) 992-2514</p>	
<p>4:05 - 4:10 PM</p>	<p>III. C. Chris Garrett - Core Curriculum Committee Updates (standing) Committee Members: Ludy Lassus Tiffany Garrett Jennifer Edmonds Chris Garrett Pete LaChapelle</p> <p>CORE revision is officially part of the NS Strategic Plan so we are kicking off the planning process! The committee has explored different models from across the country including High Impact Practices (HIPs) such as: learning communities, linked courses, and e-portfolios. We need faculty, staff, and students to participate in focus groups which will assess the value of Core curriculum and learning outcomes. Emails will be sent inviting individuals to participate (faculty have already received invites). There are at least 15 learning outcomes identified by AAC&U. The committee wants to focus intentionally on fewer outcomes and currently we are looking at three outcomes as well as writing a mission statement. Some of the models we are considering:</p> <ul style="list-style-type: none"> ● Hybrid model (includes mix of disciplines) ● Integrated model (integration of disciplines and applying knowledge) <p>Questions/Discussion:</p> <ul style="list-style-type: none"> ● Senator Howerton: will WSHE passport be going through at same time? <ul style="list-style-type: none"> ○ Yes, we are being asked to consider adopting the passport so it is being reviewed. ● Senator Lutz: is there more information on the integrated model? <ul style="list-style-type: none"> ○ Yes, we can provide that information (it was provided by Tiffany Garrett from the Library). 	<p>Information</p>
<p>4:10 - 4:25 PM</p>	<p>III. D. Anthony Ruiz - Campus Commuter Transportation Pilot Program; Refer to : https://nsc.edu/campuscommuter/</p> <p>Transportation services are extremely important to economic success/access and it is a huge factor for students when selecting a college or university. This program is a partnership with CSN for an express route that will stop at key/specific locations from CSN to NSC. Students can park at CSN campuses or the eastside and take the shuttle to NSC. The shuttle is branded "campus commuter" and includes a mobile phone app to see shuttle location and ETA. It is also wheelchair accessible. Current routes are shown in attached slides. This pilot program aims to test locations and then determine future routes/stops. We are looking to start promoting next week and will be sending an email to students and faculty so please help promote and/or survey faculty interest.</p> <p>Questions/Discussion:</p> <ul style="list-style-type: none"> ● Cost to students? <ul style="list-style-type: none"> ○ Currently free during February then will be \$3/trip and \$5 round 	<p>Information</p>

	<p>trip; need to be able to test the demand to determine future pricing and/or discounts.</p> <ul style="list-style-type: none"> ● Faculty/staff allowed to use it? <ul style="list-style-type: none"> ○ Yes for now but we will need to assess. We would like to open up the pilot to faculty/staff eventually to determine demand. Who would be interested (raise of hands-- few indicated interest). ● Will this run over summer? <ul style="list-style-type: none"> ○ No it will not run during summer. It will require a student ID to ride. We need to assess further based on options for summer programs or recruitment initiatives. ● Hours of operations? <ul style="list-style-type: none"> ○ 8 am-10 pm M-H; F 8 am-4 pm; These times are when they start driving not necessarily the pick up times. We are aware that this is a problem for students taking 8 am classes. The goal is for the pilot to test what works and what needs adjusting. ● How many shuttles are running? <ul style="list-style-type: none"> ○ There will be 3 running at one time; one north-bound and one south-bound and a blue line loop (refer to route/map). ● Is WiFi available on the buses? <ul style="list-style-type: none"> ○ Yes, it will be available on the buses ● Does RTC plan to be involved? <ul style="list-style-type: none"> ○ We worked with RTC on bus service changes but don't see them assisting with this program anytime soon or over the next few years. RTC is allowing us to use their bus stops but not funding. It is better for us to find out how to do this on our own and/or with CSN. ● Why are we avoiding the entire southwest area if using public bus stops? <ul style="list-style-type: none"> ○ The southwest is underserved and we attempted to have UNLV join us to help serve that area. We are hoping that will happen in future as it is underserved but for now we are focusing on serving students in the immediate area. ● Any way to coordinate with the current on-campus shuttle route? Have you worked with the sustainability council? <ul style="list-style-type: none"> ○ It's possible based on need. We have spoken with the sustainability council. 	
4:25 - 4:35 PM	<p>III. E. Brian Berman, Senior Partnership Specialist, U.S. Census Bureau (presented before Anthony Ruiz who was not yet present)</p> <p>Henderson is the second fastest growing county in the country and there are many programs/services that are impacted by (accurate) census data. Programs like school lunch, Head Start, special needs education, etc. are determined based on census reporting. We need to advocate that people report/complete the census including their children/families. We won't be able to fund these kinds of programs again until 2033 so this census is extremely important. Census data will be held confidential for 72 years and this will be the most accessible census ever as it can be completed online, on paper, or over phone in 13 different languages. Log onto 2020census.gov and complete. There are only 9 questions, so it is not long and very manageable to complete. People will come door to door (May 13-July 24) to encourage people to complete the census. If you want to avoid door traffic, fill it out online. Days of Action: March 28-April 2 (census date is April 1). We would</p>	Information

	<p>like to have higher education institutions support census completion. Asking schools to set up computer labs to promote students/staff completing census. Please be willing to give employees or students 10 minutes to respond to the census in class or during work to encourage completion.</p> <p>Questions/Discussion:</p> <ul style="list-style-type: none"> ● Vice Chair Naumann: Who fills out the census in each household? <ul style="list-style-type: none"> ○ One adult per household needs to complete the census. If you have a college student living out of state, they need to respond to the census themselves and complete it for Nevada. 	
<p>4:35 - 4:50 PM</p>	<p>III. F. Eric Gilliland - Student Employee Policy</p> <p>NSC has had student workers for some time and they are an important piece to our college operations and services. This policy was reviewed/vetted by two Senate Sub-Committees: the Institutional Policy committee and the Administrative Faculty committee. You can review the policy draft and additional clarifying questions/answers.</p> <p>This policy identifies or defines the following:</p> <ul style="list-style-type: none"> ● Human Resources/FICA requirements ● Eligibility requirements including credits enrolled. The policy sets minimum qualifications however, units can set criteria above that if needed for the job. ● The process for requesting/hiring student workers <ul style="list-style-type: none"> ○ HR will be creating a supplemental recruitment packet with instructions on requesting/hiring workers. ● Updates the classification and compensation schedule based on coming minimum wage increases (will raise \$.75 cents/year until it hits \$12/hour). So this policy will align with those wages so we meet those standards. ● Identifies levels/scope of work in alignment with pay range. It describes how increases work for student workers; employment rules for scheduling/hour limits; time tracking; payroll; performance evals; meals and breaks; and terminations. <p>Aiming for an effective date of July 1, 2020. HR intends to have workshops for supervisors to ask questions and complete documents needed to review/bump up existing positions. If you have workers you want to be evaluated for a higher wage level, HR will be sending additional information for that process. Students currently below the new minimum will be defaulted to the new minimum automatically.</p> <p>Questions/Discussion:</p> <ul style="list-style-type: none"> ● Senator Howerton: there is no specific day/time schedule in the policy is that correct? <ul style="list-style-type: none"> ○ Yes, it is up to department to set schedules within the hour limit/needs ● Chair Ballif: With salary ranges what happens when job posts? Is it decided behind the scenes? <ul style="list-style-type: none"> ○ Will submit job description and requisition to HR and they will vet/determine the wage classification based on the duties. ● Senator Howerton: INBRE students work 40 hours/week, how does this 	<p>Information</p>

	<p>account for that?</p> <ul style="list-style-type: none"> ○ There is a section that outlines exceptions during summer, etc. which would cover INBRE students. ● Vice Chair Naumann: the policy specifies the process for raises. However, it is up to the department to ensure that funds are available in the budget to support increases? <ul style="list-style-type: none"> ○ Yes, that is correct. Students are eligible for a \$0.50 cent increase but you (Supervisor/Budget Manager) have to determine you have the funds to do so. 	
4:50 - 4:55 PM	<p>III. G. Eric Gilliland - Salary Study Update</p> <p>Met with the executive team to discuss implementation options based on the salary study results and have identified a positive approach. The plan is to present during the March Senate meeting to explain the approach and specific data points and solicit feedback. The salary study working group will also meet to review the proposed implementation plan and provide feedback to the Executive Team. The goal is to provide a campus wide presentation in April on everything from the Gallagher study including implementation. Every employee will receive an individualized letter with information and options (if any) for adjustments/appeal/discussion. We are not releasing individual employee data but there will be market data available. Not every employee will receive an adjustment. This will be a multi-year implementation in order to absorb/manage costs (potentially up to 2 years; July 2020 and again July 2021). The overall goal is to ensure NSC is competitive and that we can retain faculty/staff.</p> <p>Questions/Discussion:</p> <ul style="list-style-type: none"> ● Vice Chair Naumann: Is it intended to also set standards for new positions being created moving forward? <ul style="list-style-type: none"> ○ Yes, we need to make sure current employees align with minimum standards and look at incoming people/positions as well. 	Information
4:55 - 5:05 PM	<p>III. H. Vickie Shields - Provost Updates</p> <p>Updates:</p> <ul style="list-style-type: none"> ● Forwarded promotion and tenure list to the Board of Regents: Kayla Beise (Biology/LAS); Amanda Carter (Literacy & Reading/SOE); Jennifer Edmonds (Biology/LAS); Tiffany Garrett (Library); Amber Howerton (Chemistry/LAS); and Kathryn Tucker (Rhetoric & Composition/LAS) are NSC's newest Associate Professors with tenure. Congratulations to our faculty! ● Today we received our accreditation which included similar recommendations from the initial report which we're on track for and fully accredited. ● It came to my attention from a student that we are inconsistent in our practices about getting out Deans List letters to students. We are centralizing the process through the Provost Office. After each semester list will go out from Provost for all departments. ● Deans searches: <ul style="list-style-type: none"> ○ Going very well! We have 3 finalists for the LAS Dean search and the committee is meeting this afternoon to schedule the finalists/send the list out. There were over 40 qualified applicants and we had a great pool; look for announcements coming via email. 	Information

	<ul style="list-style-type: none"> ○ The School of Nursing Dean search also has 3 finalists coming over next few weeks and we should identify finalists in March with June/July start date. ○ The search firm does require a significant amount of money but it is well spent to get a strong pool of candidates. ● Budget: <ul style="list-style-type: none"> ○ Last Friday all budget initiatives were forwarded on to the Budget Office. Thanks to Senate for your rankings. There were 80 strategic initiatives across all categories just in the Provost Office; 20 departmental operation budgets; 18 spend code requests; 21 student request forms; and 6 non-wage stipend requests. Provost looked at rankings and considered rationale/feedback. ○ As requests move to the Executive Budget Committee, additional rationale will be discussed there and final decisions made. There is about \$1.8 M for funding requests which includes any salary adjustments which will be important to consider/prioritize. <p>Questions/Discussion:</p> <ul style="list-style-type: none"> ● Senator Howerton: When will final budget approvals be presented/shared with Senate? Will we see another round of items or a list coming to Senate? ● Vice Chair Naumann: So the next list to senate will include other non-personnel requests? How will departments get notified as to the status of their requests if they aren't getting passed on? <ul style="list-style-type: none"> ○ Yes [non-personnel requests will be coming]. We will make sure that happens [departments are notified if their requests won't be passed on]. ● Chair Ballif: We appreciate having the chance to give input/have a voice in the process even if we don't make the final decision. <p>Budget categories will be pinned down hopefully at the next Executive budget committee meeting next week.</p>	
5:05 - 5:15 PM	<p>III. I. Gwen Sharp - Revised Lecturer Promotion Policy</p> <p>Updates:</p> <ul style="list-style-type: none"> ● Finalized titles: Lecturer/Sr. Lecturer/Distinguished Lecturer ● We needed to address how to handle faculty who have been here for several years so we clarified the total number of years required before being eligible again for Promotion & Tenure (P&T). ● Lecturers are under no obligation for P&T as it is an optional process; if you want to apply directly for distinguished lecturer you can speak to the Dean and can but then you will get the single base pay raise or go through the levels/process to earn the full pay amounts at each phase. ● Raises: similar for Tenure in that it is not by discipline. Instead it is by level and not by percentage of salary. <p>Questions/Discussion:</p> <ul style="list-style-type: none"> ● Vice Chair Naumann: There is a recent policy that accounts for inflation, is there a reason that we're not including anything regarding inflation or median salary? <ul style="list-style-type: none"> ○ Provost Shields: We don't have anyone in "aspiring ranks" so we 	Information

	<p>don't have median salary data yet which is why this is an interim policy.</p> <ul style="list-style-type: none"> ● Vice Chair Naumann: Also, in third category (creative activities/professional development) many seem only related to teaching. Is research not recognized/counted? <ul style="list-style-type: none"> ○ Provost Shields: The issue is that research/scholarly pieces are not in the lecturer job description and feel strongly that we shouldn't reward people for things not in the job description. The committee shared that they felt more comfortable with that view as well. ● Senator Jewell: Having earned an NSF grant (for research) that doesn't count for me, but it should count if we've done it. But we definitely shouldn't penalize others if they don't do scholarly/research. <ul style="list-style-type: none"> ○ Gwen Sharp: this is an interim policy for one year; the P& T policy will address these issues in the future but it won't be ready for spring. What should be allowed is a philosophical and some lecturers feel strongly it shouldn't be included. <ul style="list-style-type: none"> ■ Jewell: but it should be an option to count if someone wants to do scholarship if they choose. ■ Naumann: seems odd to not include it as an option if it's clear it is not required. ● Provost Shields: what happens if lecturers only do scholarship and not the other professional development pieces and still expect promotion? ● Naumann: It seems imbalanced that there is a list of options for some of the categories and scholarship isn't one of them in that section. ● Senator Beaudry: I may not be the best representative of the committee but think it's a valuable conversation to have as the policy doesn't address some other creative works. Personally if we are creating a category that isn't in the job description it should be broader or align with the job description. How closely do we want policy to align with job description? ● Provost Shields: as it is written would it disadvantage anyone going through the first round this year? ● Chair Ballif: would people be grandfathered into new/future/permanent policy? ● Sharp: we could clarify that this is an interim policy and set a "sunset" date on it? ● Chair Baliff: For time, I recommend we move forward to discuss next steps in closed portion. 	
	<p>IV. CLOSED MEETING PRESENTATIONS</p>	
<p>5:15 - 5:20 PM</p>	<p>IV. A. Amber Howerton - Early Childhood Education Degree</p> <p>Updates/Discussion:</p> <ul style="list-style-type: none"> ● Core Curriculum: working with Chris Garrett and Gregory Robinson in regards to determining the curriculum approval process for the new core curriculum overhaul. Are there any feelings on the process as there is no policy as to how to approve a total core overhaul. WSHE passport is based on categories that can fulfill core requirements. WSHE passport is moving forward now but NSC Core overhaul is going to take time. More likely to get students who have moved into town working through the WSHE passport. <ul style="list-style-type: none"> ○ Chair Ballif: so we need (curriculum committee) to determine 	<p>Action</p>

	<p>which courses go into which categories/themes? Amber: yes that's correct. Gregory was meeting with groups on campus to determine those courses/categories and a final document will be coming for the senate/curriculum committee to review relatively soon.</p> <ul style="list-style-type: none"> ○ Vice Chair Naumann: It would be helpful to know who has seen/vetted/approved the areas along with final list ○ Senator Howerton: approving categories as opposed to programs makes sense to me ○ Chair Baliff: I think curriculum committee being involved in that process makes sense <p>Action/Results for Early Childhood Education Degree Motion: Senator Bieser Second: Senator Jewell Vote: Unanimous</p>	
5:20 - 5:30 PM	<p>IV. B. Revised Lecturer Promotion Policy</p> <p>Open up for further/continued discussion:</p> <ul style="list-style-type: none"> ● Vice Chair Naumann: If reviewing options in various categories; teaching and service are the only categories ● Motion to suspend rules: Senator Beaudry <ul style="list-style-type: none"> ○ Second: Senator Haff ○ Vote: Unanimous <p>Chair Bailiff: Based on the discussion I'll entertain a motion... Motion to reinstate rules: Senator Haff Second: Senator Lutz Vote: Unanimous</p> <p>Senator Silva: motion to approve policy with a "sunset date" included Second: Senator Haff</p> <p>Discussion:</p> <ul style="list-style-type: none"> ● Senator LaMotte: Can they pick whatever date they want? We should include a date in the motion and stay away from July 1 ● Senator Bieser & Vice Chair Naumann: fall/september may be best? ● Motion to: amend policy to include sunset date of August 31, 2021 <ul style="list-style-type: none"> ○ Naumann also wants to amend motion to adjust categories to use the more inclusive list of evidence in the policy to be the same list for both levels of promotion (include distinguished lecturer category list for all). ○ Second: Senator Jewell <p>Vote: In favor: 20/21 (all but one in favor) Opposed: 1/21(one opposed); No abstentions</p>	(possible) Action
	V. NEW BUSINESS	
5:30 - 5:45 PM	<p>V. A. Serge Ballif - Chair Updates</p> <ul style="list-style-type: none"> ● Senate elections for the upcoming year are coming soon! Please nominate/engage future senators 	Information

- Reminder: Please provide feedback by 2/16 on bylaw changes; committee meeting with legal counsel so please get in your feedback
- Starfish Advising Notes-- highly encourage faculty to use to look up students and make advising notes
- NSHE Performance Pay Taskforce:
 1. Remove language that prevents performance pay
 2. Each institution must establish a 1% pool of money on an annual basis that will be awarded for performance pay
- Budget Process: Please share vote results from senate with senators
- Student Evaluations: Senate has responsibility to vote/determine if changing evaluation platform
- Classified Council: Chair Ballif asked council what faculty can do support council

Feedback:

- Senator Howerton: requested considering capping information items if not high priority so as not to cut into action/closed portion of the meeting.
- Senator Jewell: Agreed, would have preferred spending more time on promotion and tenure discussion.

Motion to Adjourn

Second adjourn: Senator Draper

Vote: Unanimous

VI. ADJOURNMENT