

**University Senate**  
**Wednesday November 19th, 2019**

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1. Call to order

2. Roll call

In attendance: Abrams, Acquah, Alleyne, Alvares, Bal, Bellum, Berisha, Billings, Brater, Carnevale, Carr, Collins, Coutras, Curnutt, Dinour, Emery, Field, Fitzpatrick, Fleming, Gingerich, Gurskis, Halaby, Jacobson, Judge, Kay, Kelly, King, Korotkin, Kurze, LaFountain, Lemons, Lucas, McDermid, McKinley, Misra, Murray, Nasser, Nurse, Panorkou, Peterka-Benton, Rosenhein, Spitz, Sullivan, Temoney, Trubatch, Vernon, Wolfson.

3. Approval of minutes

- a. Oct 23, 2019 meeting minutes approved by unanimous consent.
- b. May 15, 2019 meeting minutes approved by unanimous consent.

4. Report from administration

- a. **Gingerich:** Visit from AACSB Accreditation team for Feliciano School of Business, initial report was exceptionally positive.
- b. **Gingerich:** I was hoping that we would launch the web presentation for new Strategic Plan, but the plan is official and complete. The PDF is posted on the website, titled Project Soar.
- c. **Gingerich:** President provided information on the single-use plastic initiative and will continue to move forward.
- d. **Field:** When will the student surveys be available to students? As a clinical Specialist I did not receive anything.  
**Sumner:** I sent at least 5 emails about it, we are releasing it again today. It went to all active Faculty and Librarians.  
**Field:** There might be a separate list for Specialist.  
**Sumner:** We also sent to all Chairs to make sure it is available.  
**Trubatch:** Did Adjuncts and Specialist get the information?  
**Adams:** The dates for reminders of the student evaluations are Dec 2nd, 9th, 16th and the final reminder will be on the 23rd. Evaluations will be open Dec. 2nd-23rd.  
**Spitz:** I don't believe it went to Professional Staff who are teaching.  
**Sumner:** We can't send to all Professional Staff so we asked Department Chairpersons to send to the staff who are teaching. We will figure out what happened with Adjuncts and Specialists.  
**Curnutt:** Aren't they all listed in Canvas?  
**Fleming:** They're also listed in Banner so I'll look into that.  
**Sullivan:** There's also a problem that if there is staff teaching GNED199 there is no Chairpersons in University College, so those instructors would not have been notified.  
**Sumner:** We did just resend to Adjuncts and Specialists to amend that error.

5. Council reports

a. Academic affairs

**McDermid:** Report on Canvas has active links for you to review on the Curriculum Review Guidelines, Open Educational Resources recommendation, and the university-wide learning goals.

**Gingerich:** Will there be a report to the Administration on this feedback?

**McDermid:** Yes, we will have a report for you. You can access the current documents on Canvas in the meantime.

b. Administrative Affairs

**Bellum:** David (Trubatch) and I met with Sean Connelly and Joe Marzullo on the Facilities Recommendation and how work orders are met. They embraced the feedback and discussed some changes they want to make in Maximo in the future and are open to further dialogue.

**Bellum:** We will also have a similar conversation with Human Resources, so please send me any HR issues that occurred in the beginning of the semester.

**Trubatch:** The compiled issues will be reported without individual's names.

Safety committee minutes attached.

**Murray:** We received feedback from a Professor that the accessibility training was not sufficient enough. We've reached out for more faculty engagement to help be on this team to make sure there are more resources for making course materials accessible.

Land acknowledgement Task Force minutes are attached. Developed a timeline of a statement for land acknowledgment and started drafting it. It will be delivered to local clan chiefs when it is finished.

**Bellum:** Making single stall restrooms into gender neutral stalls is also on the agenda to clarify the procedures.

c. Student Affairs

**Misra:** We are working on three issues: we gave feedback on Navigate and did not receive follow up.

**Danielle Insalaco-Egan:** Advisors will reach out to students who are flagged as concerns. There are additional features that we will roll out in the future. You have to view individual students to see if there was follow through.

**Misra:** The police came to the classroom and took a student out. What is the university's policy on that?

**Misra:** Healthcare for international students? We will collect feedback and draft a recommendation.

**Gingerich:** Consult the Graduate School and the Financial Aid Office who administers the health care program.

6. NAL Report

**Curnutt:** Negotiations are taking longer than we hoped, the Governor has been hands off in the matter. We had a Day of Action today, a rally with about 150 participants in front of Feliciano with a lot of reporters covering the event. We also had postcards for people to sign which we will mail to the Governor in hopes that he will be more involved in the negotiations process.

**Korotkin:** The Adjunct union also participated in the event. We had postcards to sign as well.

**Wolfson:** We notified Campus Police that the protest was happening, the Police did attend and they said, "Rich we are here to protect you." which we appreciated greatly.

7. Student Government Representative

**Acquah:** Student Government has issues with Finals Week, we cannot have any events after the first week of December since there is no quiet time designated. The Executive Board usually get paid at the end of the semester and will not be paid for their office hours. The new common hour is 1:30-5 and requested to be changed for 2:30-6.

**Trubatch:** For this year, there is no longer a finals week. The SGA has its own constitution and rules, I don't think the Senate can help decide how the SGA Officers are paid. The SGA would need to change its own rules. The second issue is about events, why can you not meet after the first week of December, who told the SGA that was a rule? Communicate with the Student Affairs Council through Ram Misra. The intent is that absolutely no courses will be scheduled during the designated Common Hour.

**Acquah:** There might be a misunderstanding of when Hybrid courses would meet.

**Trubatch:** No courses at all scheduled during the common hour.

**Sumner:** There was a resolution from the Senate on both common hour and the removal of finals week. There was discussion of a second common hour since students may participate in multiple groups; we discussed the new common hour with students in mind.

**McKinley:** Question about the 12:45-2:15 timeslot, didn't fit in with the traditional hour and fifteen minute time slot.

**Sumner:** We released the grid a couple of times, that error was noticed and we sent another final one out. We hosted the first scheduling workshop yesterday with about 20 or so Chairpersons. We made another revision, we did not change the times of anything but changed the color to be meaningful. It was released again by the Registrar.

**Trubatch:** I have requested that the new scheduling grid and manual be posted on the University Policies and Procedures Web pages.

**Gingerich:** I'll request that from the Registrar.

8. Committee of the Whole

a. Amendment on VPs- third reading and vote

**Trubatch:** Move to accept third reading approve vote.

**Murray:** Second.

All in favor: 27

Opposed: 0

Abstain: 0

We will add two new names to the Senate.

- b. Recommendation on Service Request to Facilities- Second reading and vote

**Trubatch:** Move that we approve second reading

**Murray:** Second.

Approved by unanimous consent.

- c. Recommendation on Environmental Stewardship- Second reading and vote.

Move to hold this second reading until December meeting.

**Murray:** Second.

Approved by unanimous consent.

9. Report of the Senate President

- a. **Trubatch:** The library now has test prep and support materials. Search TERC.

- b. **Trubatch:** The MSU Core task force is hard at work, the Canvas site is active and contains minutes.

- c. **Trubatch:** We had asked feedback on environmental stewardship from the Administration. We received Reduction of Single Use Water bottles draft in your packet for review. This includes adding more hydration stations and eliminating single use water bottles at catered and public events.

**Dinour:** Taking out water bottles will increase the purchase of sodas which are very unhealthy. Can the hydration stations be located next to the sales so they have the option of free water.

There is a list of proposed locations that I will post to Canvas. If you still think it is an issue please let the Senate know, and if there is additional language include that.

**Alvares:** Make multi-use water bottles widely available and very inexpensive.

**Sullivan:** The only fountain in Panzer gym is behind a locked door.

- d. **Trubatch:** As President of the University Senate I sit on the Board of Trustees of the University Foundation. I have asked what the Senate could do to help the Foundation further. If anyone has any ideas please let me know. \$75 million goal in a multi-year campaign has been met, but the \$5 million goal within that for student scholarships is still unmet.

**Wolfson:** The Union has a scholarship fund, the Day of Giving is coming up soon, you can make a one time gift or go to the Foundation website. You can pick where it goes, and are fully tax deductible. You can also have a bi-weekly deduction from your paycheck to go to a scholarship. As someone who reads the thank you notes for Union scholarships and the applications, we have a lot of

students who are extremely needy and they are very thankful. Separately from the Foundation the FAST Fund is available to students with emergency needs, students apply with a full dues-paying member to support them.

- e. **Trubatch:** As a reminder, all voting members of the University Senate are on one of our councils. Please know which Council you are on and work with the Council Chairperson .
- f. **Trubatch:** Review of HERI faculty survey. We are outliers in the responses to , we will not discuss today but we all have a role in figuring out how to address the concerns.

#### 10. New Business

No new business.

#### 11. Voices from the Community

##### a. African-American Caucus Presentation

**Michael Allen:** The newly elected President, I've been in the Senate and Executive Board in the past. Met with the Executive Board and mapped out a new Mission Statement, we are working very much on recruitment and retention especially with African American men. Working with other units on campus, and met with President Cole earlier in the month. We want to come back stronger with a purpose and align with the Senate to help facilitate more conversations and address any concerns. We are here if you need us.

**Trubatch:** We would welcome any suggestions. If you identify any issues please bring them to the Senate.

**Allen:** Kate Temoney is a member of the Senate and is also on the Executive Board of the Caucus.

**Temoney:** We have about 170 members and allies, anyone is welcome to attend the meetings. We are trying to be much more visible on campus, and are working on a website and social media presence. We are also trying to build more collaborations with units on campus.

- b. **Collins:** This room is not great for this type of meeting, a lot of us cannot hear.

**Trubatch:** If we meet here again we will reconfigure the room for better hearing.

- c. **Dinour:** Some of us are working on food insecurity issues so please let me know if you have any information and want to work with us.

#### 12. Adjournment

Adjourned at 4:14pm