SCSU Faculty Senate President's Report - September 30, 2020

For 9/30/20 meeting

1. ***Resolution*** *Regarding Faculty Creative Activity Travel Funds for FY 21* – Please read the resolution and be prepared for discussion and vote.

2. ***Discussion regarding Pass/Fail grading for fall 2020*** – Please be familiar with our current p/f policy by following the link and clicking on Grade System as well as the policy as it was revised for Spring 2020.) At our first meeting of the semester, Senators were requested to discuss with faculty in their departments sentiments regarding grading policies for this semester. These policies include p/f, withdrawal, late withdrawal, transfer credit, and academic standing. Our focus at this meeting is p/f.

   a. **Implementation of p/f**

      Alicia Carroll has requested that we make decisions now regarding **implementation** of revised p/f **if we decide to go that route**, so that she can be prepared for worst case scenario since p/f is difficult to implement operationally. From Alicia: "I do see how an early closure in the semester due to a resurgence of cases in our area might find students calling upon us to offer some of the same flexibilities due to illness, family obligation, and other personal stressors. So, this is only a proactive effort in case we go fully remote AND decide to adjust the p/f policy again. I would need some time to work out implementation with IT to make this go smoother this semester (2,500 pdf forms is not a system I want to return to), and I would like to at least get a general idea of where we might head so I can get started now. Quite honestly, if we never need to roll this out it still would not feel like wasted efforts compared to the amount of time (for all of us) it might save in the long run."

      Below is the **implementation policy** we are being asked to consider by Alicia that indicates the changes that are suggested (overlaid on the Spring 2020 policy) should we decide to revise p/f at some point for the fall:

      For the Spring 2020 Semester Only:
      ~~With the approval of their adviser (and of their department chairperson for courses in the student's major or minor),~~ mMatriculated students are eligible to register for certain courses on a pass-fail basis. The Pass-Fail option is blind in that the instructor is not aware of the student's use of the Pass-Fail option until after the grades are submitted. The Pass-Fail option may be used for electives, the Liberal Education

Program, or the requirements of a major or minor (as decided by the department housing the major or minor). During the ~~Spring~~ Fall 2020 semester, there is no limit on the number of courses, that may be taken under the Pass-Fail option.

The final grade will be reported as "P" if the final grade earned is "D-" or higher. This grade earns zero quality points and has no effect on the GPA but does count as attempted credit. If the final grade earned is not passing, the final grade will be reported as "F". This grade earns zero quality points, but will impact the GPA, and does count as attempted credit. Once a student has selected the Pass-Fail option, it will not be possible to revert ~~back~~ to a graded option. Pass-fail contracts must be ~~approved and~~ submitted to the Registrar's Office by December 21, 2020.

Discussion points:

i. *Removal of requirement for advisor or department signatures; the student would make the submission directly to the Registrar's Office*

ii. *Revision of the deadline to 3 days after faculty grades are due allowing the student the opportunity to review their grade first*

iii. *Allowing departments to exclude certain courses from the pass-fail eligibility*

iv. *'P' would meet prerequisite requirements*

b. **Pass/Fail General Discussion**

i. Department input regarding revision of p/f for fall 2020 **should campus closure not occur,** however, taking into account extenuating circumstances for pandemic

ii. Department input regarding revision of p/f for fall 2020 **should campus closure occur,** given extenuating circumstances for pandemic

Updates

1. *Resolutions*
   o Indigenous Peoples' Day – approved by President Bertolino
   o Online course cap – disapproved by President Bertolino – "Southern's practice has been to cap "online" courses to 25 with flexibility were necessary. With enough lead time and the ability to change modality in advance of the spring semester, the issue with on ground courses having been converted to online, thus increasing class size, should be significantly diminished. Given all the uncertainties, I am simply not comfortable locking the university into this commitment."

2. ***Faculty Senator added to University Budget and Planning Committee*** - The Finance Committee has as one of its charges to liaise between the FS and the University Budget & Planning Committee. FS requested, that to accomplish this, a position be added to the BPC. This has been approved by Mark Rozewski, Committee Chairperson. Senator Carol Stewart, from the FS Finance Committee has volunteered for this position.

3. ***Student Opinion Surveys (SOS)*** – For the first 8-week courses, online course surveys will be done online. FS has requested that faculty teaching on ground or hybrid courses be given the choice of utilizing the online or paper SOS. Questions 17-28 will be removed from the online survey, since they do not appear on the paper SOS and were never approved by the FS; we will be reviewing them this semester.

4. ***Meeting of Newer Faculty Members –*** This group originally began meeting as the Ad Hoc Planning Committee for the workshop that had been planned for newer faculty members (typically within their first 5 years). Since it is unlikely that the workshop will take place this year in its original format, it has been decided that the group will continue to meet monthly and the meetings will serve the function of providing mini-workshops and support to our newer faculty. An invitation has gone out to all newer faculty inviting them to join the group.

5. ***Update from Registrar's Office – Alicia Carroll***
   o Attendance was an unanticipated challenge this semester, and the Registrar's Office will be working to provide some updated guidance to faculty regarding academic participation across our different modalities so we are all better prepared for the spring semester. We will be attending the next UCF meeting on October 8th to review updates and discuss any questions or concerns.
   o The Registrar's Office continues to work on making graduation requirements clearer, while removing barriers to graduation. We started with the end in mind, this past semester we launched digital diplomas through Parchment, our provider of official transcripts and diplomas. Official electronic transcripts are still available within 24-hours, and students now receive their official digital diploma to share on social media or with employers (prior to the mailed diploma) within 1-2 weeks of posting their degree. This coming semester we will be working to remove the application requirement for graduation, the Registrar's office may now track progress to degree without requiring the application prompt from students…more to come on this!

6. ***Update from Academic Advising – Helen Marx***

   o AAC's: We are starting our final year of implementation of the new advising model. Students in all our schools/colleges are now supported by an Academic Advising Center. Our AAC Faculty Coordinators are meeting with chairs of departments this fall to review and/or introduce the model and the work of the AAC's; it is the goal that we will also visit a department meeting once this year for each department. We encourage people to visit the Academic Advising Webpage; it has important contacts, links for students to make appointments with the AAC, and it will have a Faculty Resources page (live in the first week of October).

- NAVIGATE: We are continuing to encourage faculty to make use of the Navigate platform to support their advising: https://inside.southernct.edu/navigate. We have created many How To videos to help faculty.
- FALL ADVISING SEASON: I will be sending an email to all faculty this week with an update on important advising information, lots of links to resources (and How To videos) and asking faculty to proactively communicate with their advisees in the first week of October. Our AAC Faculty Coordinators are available to faculty (particularly new faculty) for mentorship and support. In October and November, I will hold open office hours for faculty on Fridays from 12-1 via my Virtual Office: Webex Virtual Office - Marxh1; please "stop by" with questions or to talk about advising.

7. *Update from Director of Academic Technology - Trever Brolliar*
   - Upgrades to all the HyFlex spaces have been completed. This will give the instructors the ability to broadcast all inputs to the remote students as well as allow lecture capture.
   - The HyFlex feedback survey has been distributed to all faculty teaching in HyFlex spaces. Please encourage those that haven't submitted a response to do so.

8. *Update from University Digital Evaluation Facilitator -* David Pettigrew
   In very general terms, until now, the transition to universal digital evaluation has required the development and refinement of procedures and instructions for the creation and evaluation of digital files for Professional Assessment, Promotion and/or Tenure, First Year Renewal, and Second Year or Later Renewal, as well as procedures for Sabbatical Leave and other applications. Senate documents and calendars were edited in the light of this transition. Promotion and Tenure Guidebooks, for example, needed to be updated to reflect the new digital format and related considerations. All of these revisions were accomplished through a widely collaborative effort involving the Digital Evaluation Facilitator, Senate President, Executive Committee, and AAUP.

   In addition to the abovementioned preparations for the academic year, we worked on developing a system for the collecting of the names and email addresses of candidates and evaluators, information crucial for the operation of the digital files. Since the beginning of the academic year, we have been requesting and collecting the names and email addresses of candidates and evaluators--from Department Chairpersons--for Professional Assessment, Promotion and/or Tenure, First Year Renewal, and Second Year or Later Renewal. When collected and recorded this information is conveyed to Karen Musmanno, who then loads the names and email addresses into each colleague's digital file so as to facilitate the automatic movement of the file through the evaluative levels on the contractual dates. Thus far, the required information has been loaded for *Promotion and/or Tenure* and *Second Year or Later Renewal* candidates on the *January calendar*, as well as for those undergoing *Professional Assessment* on the *academic year calendar*. The collection of the above data has required ongoing extensive outreach and clarification. In many cases there are questions related to Senate procedures that need to be discussed and clarified. In many cases the DEC members for Professional Assessment are different than the DEC members for Promotion and/or Tenure and for other evaluations.

The information for candidates for *Promotion and/or Tenure* and their evaluators has been collected and provided to Karen and is in the process of being loaded. Karen has accommodated additions and corrections. The required information for candidates and evaluators for *First Year Renewal*, and *Second Year or Later Renewal* on the academic year calendar will be collected within the next month so that all files will be made available to evaluators on the required contractual dates.

In addition to the collection of this information required for the functioning of the digital files we are in the process of clarifying the location and operation of digital files for candidates and evaluators, and indicating the location of instructions on the Faculty Senate website, as questions are received. In addition to brief presentations at informational sessions I have been holding individual sessions with candidates and evaluators on WebEx. An informational session is planned for Second Year or Later Renewal candidates.

My thanks to Senate President Weiss, the Executive Committee, Linda Cunningham, Maria Diamantis, Walter Stutzman, and Karen Musmanno for their generous and expert assistance with our transition to universal digital evaluation.

Budget - to be presented at meeting

Available Faculty Travel Funds				
Fund	Starting Balance	Spent	Encumbered	Balance
FT "AAUP" Travel				
PT "AAUP" Travel				
Creative Activity				

2020-2021 Resolutions approved by Senate

Status of AY 2020-2021 Faculty Senate Resolutions					
Number	**Date**	**Resolution regarding…**	**For**	**Disposition**	**Comments (abbrev.)**
F-2020-01	9/2/20	Revisions to Sabbatical Leave	Approval	Approved	