Faculty Senate Minutes

09/22/2021 Regular Business Meeting 3:00-5:00 pm

Zoom

ADMINISTRATIVE PROCEDURES

CHEROKEE LAND ACKNOWLEDGEMENT

Western Carolina University is situated within the ancestral homelands of the Cherokee people, twenty miles from present-day Eastern Band of Cherokee Indian communities of the Qualla Boundary. The campus occupies Two Sparrows Place (Tali Tsisgwayahi), an ancient principal town with a mound and council house where Killian Building now stands. Cullowhee, the university's home, is Tsul'kalawi (or Judaculla's Place). This giant being was the Great Teacher and steward of the natural world, and ancient stories about Judaculla tell of the Creator and creation, the origin of humans, and the proper way to be Cherokee. We at Western Carolina University inherit these stories so that we may better understand the deep significance of this beloved place and our role here.

ROLL CALL

- Present: Kia Asberg, Michael Boatright, Indi Bose, David de Jong, Mariana Fisher, Gael Graham, Heidi Grappendorf, Yancey Gulley, Shelby Hicks, John Hildreth, Scottie Kapel, Marco Lam, Will Lehman, Erin McNelis, April Messer, Diana Messer, Sean Mulholland, Kadie Otto, Heather Rimes, Carrie Rogers, Katerina Spasovska, Vicki Szabo, Drew Virtue, Elizabeth Wark, Colin Wasmund, Cheryl Waters-Tormey, Laura Wright
- Members with Proxies: Jeremy Jones, Leigh Odom, Martin Tanaka
- Members Absent: None

APPROVAL OF MINUTES

Approval of Regular Business Meeting Minutes from August 25, 2021

- *Verbal vote proceeded and passed unanimously. Minutes approved.*

REPORTS

Chancellor's Report: Kelli Brown

The Chancellor's written report was shared prior to the senate meeting and reads as follows.

WELCOME

Good morning. Life on campus has been very busy since I met with you in late August.

Students are fully-engaged with campus activities, athletics has hosted two home football games and you, our faculty, have taught classes now for at least a month. Times goes by fast!

I want to take some time during today's meeting to provide you with responses to key concerns you have shared with me as faculty senate members.

COVID 19

The first topic of concern is your desire for timely Covid-19 updates. Hopefully, all of you are receiving the weekly campus updates that restarted with the academic year. Those updates have included information on vaccination rates, updates Catamounts Care protocols, and other important notices.

As we all know this continues to be a fluid situation of concern not only for WCU, but all of higher education. I know we all get a lot of emails, especially now that school is in session, but I am asking you to take a few minutes to read these weekly updates.

To date, 59% of resident credit students (those living on and off campus) have submitted proof of being fully vaccinated. In addition, 94% of permanent faculty and 83% of permanent staff have attested to being fully vaccinated. 75% of all employees (permanent, part-time and temporary) have submitted proof of vaccination.

I am so happy that the message is resonating well with our employees as I truly believe that vaccination is our best defense against Covid-19.

To encourage unvaccinated faculty and staff to get vaccinated and to offer a chance to win for those who took this important step to protect our community early on, we have been holding $500 random drawings for faculty, staff and students.

To dispel rumors, eligibility for the drawings was NOT limited to those who were vaccinated only after the start of the school year.

We structured the drawings into pools based on the month employees and students received their shot, so even those vaccinated very early were eligible to win and, in fact, some have done so. Here are the winners thus far:

- Ivy Gibson – Associate General Counsel
- Elizabeth Wall-Bassett – Assoc. Professor, Health Sciences
- Stephen Mercier – Tech support in IT
- Laura Lembeck – Instructor in Dept. of Mathematics
- Alex Camargo – Psychology Intern in Counseling and Psychological Services
- Don Connelly – Professor in Communication
- Tim Tweed – Library Technician in Hunter Library
- Shyla Coleman – Asst. Women's Basketball Coach
- Scott Bassett – Cat-Tran Driver
- Miranda Miller – Instructor in the Dept. of English
- Jalynn Meads – University Police Officer
- Ben Page – Director of Ticket Operations in Athletics

An additional two faculty/staff will be drawn next week and another two on October 1.

By the time we are done, we will award a total of 16 individual $500 awards to faculty and staff and 32 individual $500 awards to students.

I believe conducting these drawings for the last two weeks is positively impacting our reported vaccination numbers.

I also want to point out that we have updated some of our Catamounts Care guidelines.

We have added explicit language outlining how masks are to be worn (over nose and mouth).

I'm also happy to report that many of tents are back up on campus to allow some outdoor gathering spaces for our students, faculty, and staff.

Use of the tents is available to all in the campus community.

ENROLLMENT/ RANKINGS

Now let's talk about our enrollment. I am sure by now you had read internal and external reports on our census numbers which were reported Sept. 3.

As expected, WCU's overall enrollment declined to 11,877 from a high last year of 12,243. That accounts for a 3% decline in enrollment.

New Undergraduate transfers, distance students and continuing graduate students all saw increases, but those gains did not offset the losses we saw in new freshmen and in continuing resident undergraduate enrollment.

Additionally, our fundable student credit hour production was down a little more than 5%.

The decline in headcount and in SCHs is of significant concern given the budgetary impact it will have.

Declines in headcount mean fewer students paying fees, which translates into direct budget impacts on fee-supported units this fall.

And the decline in SCHs will catch up to us next year in our enrollment growth funding, which will impact units supported with state funding.

Enrollment is our bread and butter and I want to reiterate that recruitment and retention is not just a job for Admissions.

We each have a role to play to make sure that students want to choose WCU as a destination and that, when they are here, they get the high touch, high quality student experience WCU is known for, both in and out of the classroom.

I am so proud of all we are doing to give our students the best academic experience we can provide and I am confident that will have an impact on enrollment in future years.

And this is not just recognized by me, but by our external publics as well.

Just last week, U.S. News & World Report reported that Western Carolina University moved ahead in four categories of the 2022 university rankings.

- WCU is now 9th among Top Public Regional Universities in the South, up from 10th last year.
- 21st among all Regional Universities (Public and Private) in the South.
- 8th for Best Value among all Regional Universities in the South (public and private), up from 9th last year.
- 8th for Best Colleges for Veterans in the South, up from 13Th last year.
- And 16th for Best Social Mobility among all Regional Universities (public and Private) in the South, up from 18th last year.

This ranking reflects being an NC Promise university and, more importantly, our rank in social mobility demonstrates WCU's dedication to make quality education more accessible, especially for first generation students with acute financial need, AND to get those students to graduation.

But, rankings aside, you only had to listen to the stories last weekend at our annual legacy pinning ceremony for students whose families are WCU alumni to understand how WCU is fulfilling its promise to change the lives of our students and the lives of their families and communities.

THAT is something to be proud of!

LEGISLATIVE ACTIVITY

In budget news, we continue to monitor movement now that the budget is in conference where the Senate, House and Governor attempt to work out their differences.

We are hoping that the budget will be approved by the end of the month, but it could be sometime in October.

We are hopeful that there will compromise on the salary issues for ALL of our faculty and staff.

And I am genuinely pleased and grateful that both houses of the General Assembly have included our remaining legislative priorities (recurring funding for NC Promise, Enrollment Growth and building operations) in their proposed budgets as well as our capital requests, including a full renovation of the Moore Building and a host of other much-needed campus R&R projects.

We have no details at this point, but we understand that the House and Senate have worked out many of their large differences over salaries, tax cuts, and other policy matters and are engaging with the Governor's office on areas of compromise.

Meredith Whitfield can provide more detail later.

Parking Update

The last update I would like to give this morning is on parking. I know there are a lot of concerns about parking.

As you may already know, our new parking deck has finally opened. Also, there is more parking opening back up in McKee after the temporary boiler is removed.

We are also prioritizing communication about any changes to parking as early as we can with regular reminders, such as we did for the Apodaca Science Building's grand opening two weeks ago.

University Accolades

As I mentioned earlier, there have been so many good things happening on campus. Allow me to highlight just a few.

Western Carolina University held a successful grand opening of the new Apodaca Science Building on Friday, Sept. 3, with a large number of state officials, faculty, staff and students in attendance.

I am thrilled that our students now have new and updated laboratory, classroom and assembly space to become our next generation of scientists.

The University of North Carolina System recently announced that WCU is a recipient of a recurring grant from the North Carolina Principal Fellows Program that will provide $4.1 million over the next six years. The grant will help WCU's North Carolina School Executive Leadership Program prepare effective principals to meet the demands of public education and administration, and to equip top tier candidates for school leadership who positively affect student learning in North Carolina.

A few of our English graduate students launched, with the help of our Senate Chair, Dr. Laura Wright, a new online literary magazine, displaying tremendous initiative and innovation.

The Environmental Educators of North Carolina presented its 2021 award for exceptional environmental education programs to specialist Patrick Bannon with Highlands Biological Station.

Jamie Raynor, our VC for Advancement, has named Ben Pendry, a WCU Alum, as the new Associate Vice Chancellor for Advancement. If you haven't yet met Ben, be prepared for his infectious personality and his love of WCU!

Last night, we hosted a successful meeting of the State's redistricting committee and many students and faculty came out to exercise their civic privileges to provide input into the process. Thanks to all who turned out for that.

This weekend, we will be bringing back the annual Mountain Heritage Day festival on Saturday here on campus so please make plans to attend.

And, finally, on Sunday, I will be participating in the unveiling of the Harriet Tubman traveling sculpture exhibit in Bridge Park Downtown Sylva. It will be a wonderful event and I encourage you all to attend.

CLOSING

Whew! That's a lot. But it's a lot of great news that should make you feel good about your work here at WCU.

In closing, I extend additional thanks to each of you for your efforts each and every day to honor our promise to our students.

Vicki Szabo: Regarding data and demographics and the continuing resident undergraduate enrollment. Do we know who they are? What are the issues?
Provost Starnes: It is anecdotal right now, we do have some exit survey data we are doing analysis on which may help us get better reasons; however, students leaving will likely not respond to a survey as to why they left. Once the data warehouse locks, we can do a query against it and do analysis there as well.

Indi Bose: Is there a decrease in freshman, and an increase in transfers? What is the percentage for freshman?
Chancellor Brown: We're down about 300. The freshman class is smaller than last years class. We had 1779 last year.
Indi Bose: On the Catamounts' Care website, one thing we don't see there is if someone is exposed. There is a general guideline, but there aren't enough things here for a professor to tell a student… we need some steps to take.
Chancellor Brown: We are following CDC guidelines, and as they change, we change. Suggest that the student go to health services. They will have the best direction to give them.

Laura Wright: Can there be a flowchart? A lot of folks are asking about a student having COVID – is there a way they can tell the rest of the class they have been exposed?
Chancellor Brown: It is not as simple as a flowchart – there are so many differences and it is individualized. Health Services is the best bet. Regarding a classroom student being positive, I am not sure that from a HIPA perspective, we can tell the other students.

Provost Starnes: Contact tracing is done through Health Services. If you are vaccinated and masked, the likelihood of transmission is fairly remote.
Shea Browning: No, you do not need to spread or further explaining to others what the student told you. Advise the student to talk to Health Services and Kellie Monteith and let the contract tracers do their job.

Indi Bose: What if a student is quarantined and they want to come back to class halfway through?
Provost Starnes: They cannot come back until quarantine protocols are cleared through health services.
Shea Browning: Let Student Affairs know if they do come back as this is a conduct issue.

Provost's Report: Richard Starnes

The Provost's written report was shared prior to the senate meeting and reads as follows.

Census

Each term, the 10th day of class marks the day for official reporting of institutional data, including student enrollment, student credit hours, student retention, and other key performance metrics. This year Census Day was Friday, September 3rd.

Total student enrollment is 11,877, down 3% in comparison to Fall 2020. This is the first Fall term where total enrollment declined since 2015. Resident (on-campus) enrollment declined 5.5%, whereas distance (online) enrollment increased 6.3%. Total student credit hours, which is utilized to calculate state funding, declined 5.2%, in comparison to Fall 2020. First to second year retention was 74.7%, down from 81.4% last year. A bright spot was transfer student enrollment, up 11.9% in comparison to Fall 2020.

The Fall 2021 census report, along with other beginning of term reports are published on the Office for Institutional Planning and Effectiveness (OIPE) Data page, https://www.wcu.edu/learn/office-of-the-provost/oipe/institutional-research/index.aspx.

Faculty Diversity Pilot

We are launching a pilot Faculty Diversity Officer (FDO) program to identify faculty from across the institution that have a strong commitment to advancing Equity, Diversity, and Inclusion and a willingness to serve on faculty search committees. FDOs will serve with a particular focus on the entire search process through an "EDI lens." The initial cohort of FDOs will receive implicit bias and search committee diversity training and support from Human Resources. The cohort will also meet regularly as a group to share issues, lessons, and challenges and to build a network of support and community. The FDOs must be engaged and empowered to have a meaningful voice at the table and participate in faculty searches from crafting postings, reviewing applications, screening candidates, performing interviews, checking references, and making recommendations.

We are currently working with the deans to identify nominees for the initial cohort and welcome faculty from all academic disciplines. FDOs intentionally bring an outside perspective to searches and so they may often/typically be assigned to committees whose discipline does not align with that of their own. To be clear, this is not a proposal to ensure BIPOC (Black, Indigenous, People of Color) membership on every search committee and to add to the cultural taxation that BIPOC faculty face. Rather, we hope that majority faculty who are willing to potentially be challenged in this effort and to step out of their comfort zones, step forward in this important university service to help advance efforts to increase faculty diversity at WCU.

College of Engineering and Technology Dean Search

The search committee for the Dean of the College of Engineering and Technology is comprised of the following members:

- Patrick Gardner, Mountaintop Distinguished Professor/Director of RAPID Center, Search Committee Chair
- Marissa Blair, Student Representative
- Brittney Buchanan, Executive Assistant to the Dean, College of Engineering and Technology
- Bruce Gehrig, Joe W. Kimmel Distinguished Professor/Interim Associate Dean, Kimmel School of Construction Management
- John Hildreth, Joe W. Kimmel Distinguished Professor/Interim Director, Kimmel School of Construction Management

- Sudhir Kaul, Professor, School of Engineering + Technology
- Wes Stone, Professor/Director, School of Engineering + Technology
- Yanjun Yan, Associate Professor, School of Engineering + Technology

On September 20th, the Provost charged the committee and set the search schedule. The committee will develop the advertisement, which will be shared with the College and advertised broadly. I extend special appreciation to Dr. Chip Ferguson, Interim Dean, and the entire college for their efforts to support each other and continue their academic focus this year. A new dean is expected to begin July 1, 2022.

Nontenure track faculty

We continue to implement the new non-tenure track faculty promotion process. Deans are currently reviewing the list of eligible faculty identified by the Provost's Office and Human Resources. Once the list is finalized, faculty eligible to apply for promotion in this first cycle will receive notification from the Provost's Office. Those notifications will be sent by October 1st and will include information on the salary increase that accompanies promotion. College-specific application deadlines and review processes are determined at the college level and will be communicated to eligible faculty in due time.

New Travel Regulation

In order to better support employee professional travel, the Vice Chancellor for Admiration and Finance Mike Byers is conducting a review of travel policies and practices. The initial discussions will be internal, but there will be opportunities for faculty input. The goal is to identify ways that the Travel Office can enhance customer service and adapt to best support faculty and staff travel.

Moore Building

In both the House and Senate versions of the budget, WCU has received capital funds to renovate the historic Moore building. In order to begin thinking about which units might relocate to Moore, Facilities management has engaged a design firm. This firm will lead discussions with faculty and staff in various units concerning space needs, instructional spaces, parking, and other matters related to the renovation. While no final decisions have been made, units tentatively identified as potential Moore tenants include the Graduate School and Research, International Programs and Services, the Center for Community Engagement and Service Learning, the Department of English, and the Department of Criminology and Criminal Justice.

2022-2023 Interdisciplinary Campus Theme

The 2022-2023 interdisciplinary campus theme, a connecting topic for campus conversations, curricular, and co-curricular connections, and enrichment, is Mental Health and planning for the theme will begin later this academic year. Dr. Ericka Zimmerman, School Director of Health Sciences has agreed to serve as co-chair of the Steering Committee. Please contact Carol Burton, Vice Provost, if senators are interested in serving or recommending others to serve on the committee. Full membership, including the other co-chair, will be announced shortly.

Vicki Szabo: Can you give us a timeline for travel regulations and reach out for faculty input?
Mike Byers: No. Mike Byers asked Vicki to contact him to discuss further.

Michael Boatright: Several students emailed and one texted about concerns on game day, i.e. people on campus, stands, etc. It put the student in a weird place, and they were scared to be on campus on game day – no masks, no social distancing. Is there a stadium protocol??
Chancellor Brown: We are following guidelines. There is no executive order regarding the games. We do continue to encourage masks in close physical space. Adults will need to pick and choose the events they go to. We continue to follow CDC.

Indi Bose: Can you tell us more about the faculty diversity pilot?
Provost Starnes: We are addressing an issue and are looking to increase commitment to diversity in the search process. We may change the name. The idea is that the folks are trained in advising search committees about things like ad placement, writing ads, etc. to allow search committees to appeal to the best pool. We will try it out, may tweak it, do something else – but at least try it to deepen our commitment to diversity in the search process. We are currently reaching out to deans.

Kadie Otto: We recently received emails from Marlon Morgan about the important higher education items. We just received word that we are discontinuing this?
Provost Starnes: We have had a significant number of faculty and staff speak that they were offended about "spam" with this type of news. The system used is an all or nothing system. So, we couldn't just selectively go in and edit folks out of the mailing list. We have given opportunity for folks to be added.
Kadie Otto- People receive a lot of emails they don't want. Why can't we opt out of them? It was highly relevant.
Provost Starnes: I agree. Others in faculty and staff do not agree, and Marlon was targeted and that was not okay.
Melissa Wargo: Richard is accurate – Marlon was bombarded from faculty and staff who were offended and borderline hostile. If we can use a system to opt-out, we will do that. But this system we can only use the opt-in option.

Vicki Szabo: What money are we putting behind EDCI initiatives?
Provost Starnes: To give a full accounting would take some time and work. Some recent things are operating budget, a position in Global Black Studies, training in the search process, creation of the Call Me Mister Program.

Yancey Gulley: When FDO was brought up, we had a lot of questions about how many? On every search committee? When will they meet? Etc. How do we make sure we are not getting the usual suspects from marginalized populations – being extra-service layers. Are we paying them?
Provost Starnes: We are trying to work this out right now – running a pilot. We are also concerned about sustainability – we run nearly 30 or more a year and that is a big workload. We put the call out through the deans- staring with 4-5 to see what the work will be. We do not want to add additional work to fac/staff from underrepresented backgrounds. We will see what is possible and learn some lessons and move from there. Many of these models are at smaller institutions – which won't work for us. We need to study it a bit.

Staff Senate Chair: Deidre Hopkins

The Chair's written report was shared prior to the senate meeting and reads as follows.

Staff Senate Annual Holiday Ornament

For the fourth year in a row, Senate has partnered with Dr. Patrick Gardner in the Rapid Center to create our annual ornament. Specifically, the ornament was manufactured by a group of incredibly talented engineering students. Additionally, there were close collaborations with the Cherokee Studies Program and the Cherokee Center Staff. The Cherokee syllable "wi" is a symbol of place for the Cherokee people. This ornament was made in honor and recognition of the sacred homelands of the Cherokee people, who once resided in the town known as "Two Sparrows Place," which was located on what is now the campus of Western Carolina University. Proceeds from this holiday ornament help support scholarships for currently enrolled or accepted students who are dependents of SHRA and EHRA non-faculty employees. Ornaments will go on sale on Saturday, September 25th at Mountain Heritage Day where you can purchase in person and they will be available online through the staff senate website.

Staff/Faculty Senate Fall Open Forum

Monday, Sept 27th in the UC Grand Room 3-5p. The forum is in person and we will have a live stream option available as well. We encourage all Faculty and Staff Senators to attend as this is jointly hosted by both senates. We are accepting

questions via our blog until Thursday, Sept 23 at 11:59p. We will have a time for questions in person as well.

September Question of the Month

September's Question of the Month is currently active. We are asking folks to weigh in on their experience being welcomed to the WCU community as well as asking for ideas for how new and continuing staff can get involved in the local community. You can find the survey on our blog.

Professional Development Applications are Open

Thanks to Administration and Finance, staff senate was given $12,000 in funds this year to award to all permanent WCU staff members. Staff members must be employed by WCU for at least one year in a full time, permanent staff capacity at the time of the application. Applications are open for on the Staff Senate website. Applications are reviewed monthly.

Leadership Initiative

One of our initiatives for the year is on Leadership Development. We ordered a book *You Don't Need a Title to Be a Leader: How Anyone, Anywhere, Can Make a Positive Difference* by Mark Sanborn. These were delivered this last week and we'll prepare for group discussions on this soon. Thank you to the Chancellor's office for supporting our initiative and purchasing the books for us.

2021 Years of Service Celebration

Planning is underway for the third annual Years of Service Celebration scheduled for the end of October. This event is designed to celebrate those employees who are celebrating a milestone year of service (5 year increments). We have approximately 240 employees who will be recognized this year. Additionally, Chancellor Brown is hosting a luncheon for those employees who are celebrating 30+ years of service. Invitations for these events will be forthcoming.

Week of Kindness

Planning is underway for a Week of Kindness. This will be the week of November 15th – 19th. Anne Aldrich is heading this up so be on the lookout for more information on this as it comes available.

Student Government Association:

No report submitted and no representative from SGA present.

o

Faculty Assembly: Vicki Szabo

Read the full report *that was shared prior to the senate meeting.*

Laura will keep everyone up to date on mental health trainings.

Legislature Update: Meredith Whitfield

As we know we are in a waiting game on getting a budget, at the moment. All signs are pointing to some compromise being reached and all the latest news says they are hopeful to get a budget to the governor next week. There have been

some rumors about the salary deal – we don't know anything for sure. We have heard the deal with House/Senate worked out, but the governor may be able to increase it more. Everyone has to sign on. We hope we can get something before the end of the year. The Redistricting Hearing occurred on campus last night. Lots of kudos for our Space and Hospitality groups. 120 people showed up.

Laura Wright: What are the rumors?
Meredith Whitfield: Hearsay – last salary numbers were 5% over two years just for SHRA and Faculty. EHRA non-faculty was cut out, then we hear it increased it to 3% for non-faculty, but only those making under $95k a year. Equity is important for us- last we heard with that is that the house/senate agreed on 4% across board for everyone. We do not know if that is true. We hope the governor will bring it to 5% for everyone. That is the long game, but it is not confirmed.

Coulter Faculty Commons: Terry Pollard

Read the full report *that was shared prior to the senate meeting.*

Indi Bose: What was the request [Terry mentioned he have one request to ask of us in is presentation]?
Terry Pollard: That we continue to be partners.

COUNCIL and COMMITTEE REPORTS

Academic Policy and Review Council (APRC) Report: Will Lehman

APRC met on 9/01/2021 and there was no curriculum to discuss at that time. We received some suggestions from Larry Hammer to look at 5 points this year. On 10/04/2021, we will have a full discussion and iron out language that causes confusion for students and faculty and the rules in the catalog.

Example: There is confusion in catalog language where we need to distinguish between degree programs and majors and between minors and approved programs. We will confer with the Registrar in the next few weeks and will bring some text to discuss more fully at the next meeting.

A few changes Larry suggested – there is an issue that Banner is unable to accept more than two minors attached to a single major. It becomes a difficult situation for the Registrar and advisors to keep up with. We need to discuss limiting minors to two per major or do we want to not allow Banner limitations to drive our curriculum…. Something to think about.

Collegial Review Council (CRC) Report: Drew Virtue

Last meeting, we talked about exploring looking at the current use of SharePoint for the TPR process and looking at TPR process in relation to peer institutions. We have discussed setting up task forces to explore those in more detail and will work on putting those together at our meeting next week. The goal is to have recommendations by the end of the year or eary next semester.

We also discussed the Non-Tenure Track (NTT) promotion pathway and questions from departments. We don't know that we'll need to take any action, but more observing of the process is needed to see if the CRC can help out anyway.

We discussed COVID and SAI suspensions and are looking at how this is impacting TPR process; for instance, new faculty don't have much to put in dossiers for teaching.

Extension of tenure clock – we are looking at this more in depth and talking about challenges – do they repeat the year? How does it impact submitting dossiers? Does it impact those who are not on track for tenure? Does it create additional issues?

Laura: I have heard from one faculty member that not being able to use SAI's has been upsetting.

Cheryl: A comment about feedback and results of earlier discussion. The SAI is only one instrument and we should spread the word there are other options and experts. SAI is not the only choice.

Faculty Affairs Council (FAC) Report: Cheryl Waters-Tormey

We met several times to talk about two areas specifically and are looking forward to results on collaboration between us and the Standing Salary Committee. We understand the compensation package is impacting retention, recruiting, morale, etc. There is a committee to work on it and we are looking forward to it.

The FAC has decided to put together programming to support faculty as we try to navigate and hope some of these topics are of interest to staff as well. 3 topics: (1) information based (funding, salaries, budget, etc.); what is salary inversion and compression; what tools do we have; being informed is impowering to our situations; (2) means of supporting faculty to better understand the reality of their situation; understanding opportunities out there (workshop with peers, creative ways to supplement income, how to use summer, career-counseling workshops, speakers, etc.); and (3) health care costs and childcare costs. They've decided for now not to make this a forefront priority. The other topics are more helpful to everyone. Health care is negotiated at a larger scale.

Student Course Feedback System: There have been several years of work on this. Prior FACs and their collaborations with Coulter Faculty Commons have been trying to use best practices in literature. It's more than just one survey instrument. When you talk with your colleagues, mention this broader context. The system they're hoping to wrap up includes components on training students on giving constructive feedback and training us (instructors) on how and when to collect feedback. Best practices suggest using several tools. We're continuing to reflect on how we're using student feedback for peer evaluation, determining what it tells us and what it doesn't.

We want to identify a small taskforce to settle on the survey to replace the SAI and build on a great deal of hard work. The rest of the FAC will build on prior work to develop the framework of expectations. The idea is we will have a plan by the end of the semester. We want to get feedback from departments in spring and fold it into what our final recommendation is. The key element of all this is ongoing appreciation and collaboration with the CFC. We look forward to continued collaboration and are excited about one outcome of our collaboration, the Faculty Forward Pilot.

Laura: Richard has sent out a notification to the Standing Salary Committee with plans to meet early next month. Also, we're looking at the idea of bringing the Faculty Forum back as there seems to be interest. We are thinking of ways to revive this. I was a good resource for a really long time.

Rules Committee: Indi Bose

We met early this month. We realized that there are a lot of rules we have no idea about. At this point we will go through the Academic Procedures and Regulations (APR) and University Policies to familiarize ourselves and see whether we can take those up and look at them more. Focus on any of these that affect the quality of life. When we meet next month, we should have an idea of which policies need tweaking. More details next month.

Faculty Senate Chair's Report: Laura Wright

Jake Greear brought a resolution about Climate Change to the table. Laura brought it to planning meeting and decided to see what WCU doing is already. They would like to move forward to get Staff Senate and SGA on board for a joint resolution. This effort requires a bigger push. Divest UNCA; we reached out to them as well and will setup a meeting to talk about how they went about it. Mike Byers is helping Laura get a handle on our endowment and use of fossil fuels.

The budget is the ongoing push to see what kind of raises we will get.

Faculty Senate Student Support Fund: Brian Railsback created this with a goal of covering incidentals for students, buying medications, clothing, etc for students that cannot afford it. We are interested in reviving the fund. It is housed in Jeff Lawson's office currently. We want to create a small standing committee for the fund to keep the initiatives going from one year to the next.

Laura is fielding lots of questions and concerns over COVID protocols. Laura is curious about the UNC system mandated booster in 1989 for measles. There is a push for a resolution to ask the university to mandate the vaccination. We do not intend it to be adversarial but want to give them some leverage to use to take our case forward.

Chancellor Brown: After Monday's meeting, Chancellor Brown met with President Hahn's and asked about the measles outbreak. His response was "that isn't accurate" – check to see if Jackson county – it was not all universities – only those in counties with high numbers were part of it. The Department of Health and Human Services was in charge and the UNC system collaborated with them.

NEW BUSINESS

Resolution: Course Feedback Survey Task Force

Resolution reads as follows:

Course Feedback Survey Task Force

WHEREAS, as required by UNC System Policy 400.3.1.1[G] and the WCU Faculty Handbook, a student feedback survey must be deployed in each course section each semester,

WHEREAS the 2018-19 "Student Assessment Instrument (SAI) Task Force" recommended revising the semesterly survey as part of broader changes to practices of student feedback data collection and use at WCU,

WHEREAS the 2019-20 Faculty Senate approved in concept a multifaceted system for student feedback data collection and use as proposed by the Faculty Affairs Council (FAC) in consultation with the Coulter Faculty Commons (CFC),

WHEREAS the 2021-22 FAC is charged with taking prior work on this system and finalizing recommendations to the Senate,

WHEREAS one survey completed at one point in the semester cannot characterize a student's full experience in the course and does not fully capture their perception of learning in the course, best practices for such surveys are suggested in peer-reviewed literature and by the expertise and experience of some faculty and staff at WCU,

WHEREAS the FAC membership represents all WCU academic divisions but does not collectively possess such expertise,

The FAC proposes formation of a Course Feedback Survey Task Force to recommend a survey instrument to replace the "SAI".

Timeline: There are extensive relevant results from recent years' working groups. Therefore,

- the Task Force will present a survey and supporting rationale to the FAC by 10 December 2021
- members of the Task Force will assist the FAC in meeting with departments and collecting feedback in January-February 2022
- with the FAC, the Task Force will present the final survey recommendation and rationale to the Faculty Senate for a vote in March 2022

Membership: Six members, at least five faculty, nominated to and appointed by the Faculty Chair.

- Two members will be current FAC members.
- The fifth member preferably will be from the CFC staff, given their expertise in relevant research and experience working with faculty collecting and using student feedback.
- The FAC Chair will serve as an ex officio member.

Indi Bose: Do we need a resolution to make a taskforce?
Cheryl Waters-Tormey: Because the Senate is potentially pulling in people not on the Senate, it is a good reason to have a resolution.
Erin McNelis: Historically, we have resolutions. For a sub-committee of council it is not needed.

Vicki Szabo: We had the 2018 SAI taskforce, and FAC worked on this in 2019 & 2020. Is this the last taskforce to work on SAI? Will we have something in place 2022? What will make the feedback happen?
Cheryl Waters-Tormey: We are doing what we think is best. The original taskforce looked at it after not being looked at in over a decade – made some recommendations, put together framework the next year with input from students, departments, council, etc. Then last year the FAC focused on best practices for the survey. Our intention is to be done this year. The idea is to build on all the work that has been done on this. We need to wrap it up.

Carrie Rogers made a motion to vote on the resolution as written, and Erin McNelis seconded.

Vote proceeded and passed.

MOTION TO ADJOURN

Cheryl Waters-Tormey made a motion to adjourn, and Carrie Rogers seconded.

MEETING ADJOURNED

Roll/Voting Records:

Faculty Senate Roll Call and Resolution Voting		
	Roll Call with Approval of Minutes	FAC Resolution
Kia Asberg	Yea	Yea
Michael Boatright	Yea	Yea
Indi Bose	Yea	Yea
Chancellor Kelli Brown	present, non-voting	present, non-voting
David De Jong	Yea	Yea
Mariana Fisher	Yea	Yea
Gael Graham	Yea	Yea
Heidi Grappendorf	Yea	Yea
Yancey Gulley	Yea	Yea
Shelby Hicks	Yea	Yea
John Hildrith	Aye	Aye
Jeremy Jones	Yea via proxy, Michael Boatright	Yea via proxy, Michael Boatright
Scottie Kapel	Yea	Yea
Marco Lam	Yea	Yea
Will Lehman	Yea	Yea
Erin McNelis	Yea	Yea
April Messer	Yea	Yea
Diana Messer	Yea	Yea
Sean Mulholland	Yea	Yea
Leigh Odom	Yea via proxy, Elizabeth Wark	Yea
Kadence Otto	Yea	Yea
Heather Rimes	Yea	Yea
Carrie Rogers	Yea	Yea
Katerina Spasovska	Yea	Yea via proxy, Cheryl Waters-Tormey
Provost Richard Starnes	present, non-voting	present, non-voting
Vicki Szabo	Yea	Yea
Martin Tanaka	Aye via proxy, John Hildreth	Aye via proxy, John Hildreth
Drew Virtue	Yea	Yea
Elizabeth Wark	Yea	Yea
Colin Wasmund	Yea	Yea
Cheryl Waters-Tormey	Yea	Yea
Laura Wright	present, non-voting	present, non-voting