



Faculty Association Meeting Draft Minutes

January 14, 2021, 3:15pm
Virtual Meeting

Present: Charles Addo-Quaye, Kerensa Allison, Charles Bell, Terryn Berry, Lynne Bidwell, Christina Brando-Subis, Kylee Britzman, Teresa Carmack, Amy Canfield, Jenna Chambers, Fred Chilson, Lauren Connolly, Sam Coulter, Jennifer Cromer, Chelsea Cronin, Marlowe Daly-Galeano, Christa Davis, Kacey Diemert, Rhett Diessner, Laura Earles, Kyle Ferguson, Jane Finan, Tracy Flynn, Samantha Franklin, Bill Frei, Martin Gibbs, Debbie Goodwin, Sarah Graham, Guarina Grullon, Marcy Halpin, Renee Harris, Krista Harwick, Sue Hasbrouck, Leif Hoffmann, Rachel Jameton, Nancy Johnston, Bryce Kammers, Jay Kimble, Tracey Koch, Andy Kuther, Leigh Latta, Billy Lemus, Jenni Light, Elizabeth Martin, Gary Mayton, Angela Meek, Amy Minervini, John Morrison, Lorelee Ohrtman, Mike Owen, Spencer Payton, Michelle Pearson-Smith, Cynthia Pemberton, Nina Peterson, Alicia Robertson, Clay Robinson, LaChelle Rosenbaum, Suzanne Rousseau, Teri Rust, Keegan Schmidt, Jenny Scott, Wendy Shuttleworth, Rebecca Snider, Susan Steele, Lori Stinson, Eric Stoffregen, Luke Thomas, Jill Thomas-Jorgenson, Melinda Tompkins, Royal Toy, Andy Tuschhoff, Heather Van Mullem, Pete Van Mullem, Amanda Van Lanen, Ken Wareham

I. Call to Order @ 3:15pm

II. Approval of Faculty Association minutes from November 19, 2020

Motion to approve minutes by Eric Martin, 2nd by Sarah Graham, minutes approved. (64 yes, 3 abstention)

III. Treasury Report as of December 31, 2020

i. Benevolence = \$5,373

ii. Local = \$6,292

Consider donating to Faculty Association, Benevolence Fund, etc.

Contact any member of the benevolence committee (Tracy Flynn, Leif Hoffmann, Teri Rust, Traci Story, Ken Wareham) or division chair to convey any need that a faculty member might have.

IV. Remarks:

i. President Pemberton

i. Please serve as “information emissaries” as there are several items that students will have questions about (e.g. a tuition increase will not be an easy sell but providing information may help.).

ii. Provost Stinson

i. Academic Affairs reorganization

1. Five options have been considered to this point, and we chose not to go with any of them. A different option is currently under review and needs to be fully vetted by chairs, then divisions.

2. I have received feedback from all levels of the institution regarding changes. Some of it was contradictory and the scope has ranged from

small to extreme changes. All voices have been heard, and we will continue to listen.

3. Please provide feedback on the new plan(s) when available to you.
- ii. Enforcement of attendance policies in a COVID world (with Rachel Jameton)
 1. Provost Stinson: When a student will be absent due to COVID-19 an email has been used to share that information. We have learned a lot through this process.
 2. A description of the process of information intake and reporting:
 - A student contacts the hotline. A cadre who has been trained to respond takes the information.
 - Once completed, I get an email from VP Hansen, then I send an email to faculty.
 - I let faculty know who the student is, the time frame of their absence, and thank them for their support.
 - In the correspondence I cannot provide information regarding any diagnosis due to student rights.
 3. Overwhelmingly faculty requested that they continue to be informed regarding these issues.
 4. The email I send is one way to legitimize the student's absence. If you have not heard from me regarding a student's absence, you are welcome to email me about it for verification.
 5. Last term we asked you to be flexible with student absences, this term Rachel Jameton and a group of faculty have worked on expectations that may be considered for students. Link to document: https://docs.google.com/document/d/1ZdWwWrhQAf1_eHa5AWF6R3hglo7HX5jQbn-dmszlOLU/edit?usp=sharing
 - This information is informational and can be used as faculty see fit in their own courses (syllabi/Canvas/etc.)
 - Questions that were asked of the faculty relating to the document as well as current course expectations:
 - i. Is the goal and are the outcomes of the expectations relevant and appropriate?
 - ii. How can you use this document in your classes? What obstacles to adapting/adopting it do you foresee? Are there ways to remove those obstacles?
 - iii. Do you think that this document will help? What might make it more effective?
 - iv. Do you think that this document is equitable and inclusive? How could it be made more so?
 - v. How can we keep this document alive?
 - If you have any feedback, please contact Rachel Jameton.
 - Slides that were presented are included as Appendix 1 (PowerPoint about Expectations)

V. Faculty Association Webmaster:

- i. Candidate: Michelle D. Pearson-Smith
- ii. Motion to use \$500 in funds to thank Lynne Bidwell for her many years of service.

Motion made by Laura Earles, 2nd by Sarah Graham (75 yes, 5 abstentions)

VI. Good of the Order

- i. Faculty/ Staff award nominations are due March 15.

- ii. Remote learning space information for students and faculty is posted to the COVID page. Screen capture included as Appendix 2. This begins on Tuesday, January 19.
- iii. IT has updated classroom with Owls were possible/available. Here is a link to the intro to the Dual Monitors and Owls): <https://www.lcsc.edu/teaching-learning/classroom-technology-sp21/> The Owls and monitors look and display differently from last term, and it would be beneficial for faculty to experiment with it before their first day of class. Additionally, it is possible the computer may need to be updated with the new equipment prior to instruction on the first day of class.
- iv. OER update: For the February Board meeting, there will be a proposal to waive implementation of the policy for one year – February would be the first reading and if all goes well, the second reading and approval will occur in April. This could effectively waive implementation date until fall 2022. The intent is to allow a time period for thoughtful revision of policy over a reasonable period of time. The end result (hopefully) is a more helpful, meaningful policy.
- v. Debbie Kolstad (Director of Residence Life) has been sending out a weekly all student email since August 2020. She and Rachel Jameton have been working on adding a section called “Faculty Wisdom” where each week a faculty member adds a tip or trick, word of wisdom, or growth mindset suggestion – this could also include a link to a YouTube video for students to check out relevant to the piece of wisdom.
 - i. Debbie takes submissions for this email up until Tuesday afternoon each week.
 - ii. The information included needs to be globally relevant to all students.
 - iii. If you have something you consider would fit the intent in the future, contact Debbie/Rachel.
- vi. The Women's Leadership Conference is looking for faculty to present on their leadership strategies gained or experiences from leading students through the pandemic (with all the changes foisted on us by our new world). If people have questions, they can email Professor Amy Canfield.
- vii. Join us for the MLK Jr. / Idaho Human Rights Day event – this time completely virtual – on Monday, Jan. 18 at 6pm – We are one of the only institutions to hold this event this year as we began preparations so early.
- viii. Lorinda Hughes: Faculty Development Grants look different this year. We are interested in a campus development event. If you have ideas for the use of these funds, please send ideas to me or provide them to your senators.
- ix. A recording of the meeting can be found at: https://lcsc.zoom.us/rec/share/z3fR_7BNK5B43iTrVFmqssK8XZXQWKyZ8gtiUaWKeKn5HGrg8a3ehUs8cdsdlUgD.3T-jtNnC3qJ2hYy-
(Access Password: dhz=0&E@)

Motion to adjourn the meeting made by Sarah Graham, 2nd by Wendy Shuttleworth, (74 yes, 1 no, 1 abstention)

The Expectations encourages students to make choices about their learning that lead to success in our new and changing environment.

The objectives are to:

- address/improve some of the problems observed last semester with disengagement and inequities in learning.
- align with our mission "Lewis-Clark State College prepares students to become successful leaders, engaged citizens, and lifelong learners."
- be encouraging, growth-minded, compassionate.
- be a companion to the expectations of individuals, divisions, and programs.
- link between goals and **action**.
- be a living document.

What's next?

- The expectations can be adapted/adopted in any way that is useful to you for your syllabi and/or on Canvas, etc.
- Please send any additions or suggestions to Rachel, or you can change the editable document.
- The weekly email to students will include Faculty Wisdom, which will occasionally be ways of talking about the expectations, and also other advice from faculty.
- Perhaps parts of it could eventually make its way into the Student Handbook.
- To reflect on its effectiveness at the end of the semester and consider how it can evolve.

Things to ponder

- Is the goal and are the outcomes of the expectations relevant and appropriate?
- How can you use this document in your classes? What obstacles to adapting/adopting it do you foresee? Are there ways to remove those obstacles?
- Do you think that this document will help? What might make it more effective?
- Do you think that this document is equitable and inclusive? How could it be made more so?
- How can we keep this document alive?
- Other thoughts?

Appendix 2

Resources & FAQs

General Resources:

- [Catering/Small Group Gathering Guidelines](#)
- [Events & Conferences Guidelines](#)
- [Face Coverings Guidelines](#)
 - [CDC Guidelines for Selecting, Wearing and Cleaning Face Coverings](#)
- [Instructional Delivery Plan](#)
- [Operational Levels Matrix](#)
- [Remote Learning Spaces](#)
- [Response Resources \(Flow Charts\)](#)
- [Self-Screening Protocol](#)
- [Travel Guidelines \(Spring 2021\)](#)
 - [Travel Quarantine Flowchart](#)
- [Warrior Wellness Pledge](#)