



Faculty Senate

Minutes

November 11, 2021

3:15pm

Zoom Meeting

Present: Lauren Connolly, Jennifer Cromer, Harold Crook, Erin Fay, Kristy Gonder, Bill Hayne, Polly Knutson, Brian Kolstad, Eric Martin, Mike Owen, Suzanne Rousseau, Gene Straughan, Eric Stoffregen, Luke Thomas, Heather Van Mullem, Scott Wimer. Ex Officio: Fred Chilson, Isaiah Ewing, Justene Garner, Billy Lemus, Cynthia Pemberton, Ted Unzicker

Officers: Lorinda Hughes, Sue Hasbrouck, Royal Toy

Guests: Grace Anderson, Sarah Graham, Mercedes Pearson, Alicia Robertson

- I. Call to Order
- II. Approval of Senate Meeting minutes from October 14, 2021

Motion to approve the minutes made by Harold Crook, 2nd by Mike Owen, minutes approved. (23 yes, 0 no, 0 abstention)

III. Comments/Updates:

A. President Pemberton

1. Updates

- 1. LCSC received a leadership award from AACU.
- 2. We will continue live and in-person through the entire term.
- 3. Spring term will resume with masking as well as random testing.
- 4. New members of the State Board of Education completed a tour of all the higher education institutions in Idaho this week.
- 5. A drawing was done for tuition scholarship for spring term for students who submitted voluntary vaccination status.
- 6. Certain student club fees are now optional. Students must opt-out each term, and it is likely these will not have a large impact on our clubs.
- 7. There was a student death this term due to suicide. There was no campus announcement in respect for the family.
- 8. Another student passed away due to a car accident.

B. Vice President Chilson

1. Updates

- 1. Requested that all Faculty use the Canvas course gradebook and to keep updated so students can access their most current grades.
- 2. Requested to know how the COVID-19 reporting is going. Is it working, or is there a better way to do this? There have been some incidents of students sending reports to faculty rather than just to



the hotline. Please keep VP Hanson and VP Chilson aware of any ways to make the reporting better.

3. Wrapping up the first term of graduate studies, things are going well.

IV. Old Business: Will be discussed during Committee Reports

V. New Business: None

VI. Division Reports/Feedback/Concerns: None

VII. Committee Reports

A. Budget, Planning and Assessment:

1. Pursuing feedback for the CRC committee. Will be making requests to the divisions. There is a website for this committee as well.

B. Curriculum:

1. Update from Billy:

1. General report on changes reported:

2. Business – ACCPT 231 was removed from the catalog, so all the corresponding references were also removed.

3. The Business Management and Marketing BAS degree was discontinued at BTS/ CTE, and moved over to the school of professional studies, resulting in updates.

4. T&I Clean up and to change prefixes.

5. TEAM – Updates on Course Descriptions, small changes and prerequisites.

6. Social Science: Changes in language to match peer institutions.

2. If interested, you can go to the curriculum website to review changes.

3. Make sure that your curriculum committee members are reporting to the division on what is happening in your programs as well as what is happening across campus regarding changes. As a reminder, as per policy, the division should be voting on curriculum changes prior to submission to curriculum committee.

C. Faculty Affairs: No planned meetings remaining this term.

D. General Education

1. Sarah Graham Operational Guidelines adjustment proposal (Section I. D. 2. Structure)

1. Proposed change to “2. Structure”:

The General Education Committee will consist of five (5) faculty elected by the Faculty Association. Each member will serve a three-year term. The members must be selected from five (5) different divisions. The committee shall have one member from each of the following divisions: a) Humanities, b) Social Sciences, c) Physical, Life, Movement, and Sport Sciences, and d) Teacher Education and Mathematics. The chair of the committee will be elected annually by the committee from among the members of the committee. In the case that there is not an elected member of the General Education Committee who is also an assessment



- coordinator, the chair will invite the assessment coordinators to send a non-elected, non-voting representative to General Education Committee meetings.
2. Opposition was voiced regarding not having a member from CTE on the committee automatically.
 3. Historians on the current Senate stated the idea of the original reduction to 5 people in the 8/2016 revision was to be respectful to all divisions. It is possible to request representation from all divisions be specifically included in the revision. Contact the General Education Committee with questions or suggestions.
 4. More discussion is needed within the divisions before official change will be made to Structure.

*Motion to approve taking the statement back to divisions as amended for discussion made by Royal Toy, 2nd by Eric Martin, motion passed.
(26 yes, 2 no, 1 abstention).*

E. Student Affairs:

1. SCE Policy Drafts
2. 2.XXX Question – Reviewing form every 5 years. IR &E reviewing every 3 years process/timeline? Recommended that there be change for alignment and consistent review.

*Motion to approve policy 2.XXX as amended made by Royal toy, 2nd by Lauren Connolly, motion passed.
(26 yes, 0 no, 0 abstention)*

3. 4.XXX Questions about Section 3 of Administration:

1. Question was raised regarding a notification for instructors as well students to make sure that they are aware that the surveys are live. Answer (Grace Anderson) – You can see the calendar through 2026 (<https://www.lcsc.edu/ir/how-do-we-assess-effectiveness>) > Student Course Evaluations (SCEs) > Student Course Evaluation Calendar (AY22 – AY26). An email is also sent to Chairs and Deans. It is possible to include this in the Monday Message. Fred Chilson stated that Academic Affairs office can send out an email to faculty.
2. Question: Is there a way to discriminate comments for courses with multiple instructors on the SCEs? Mercedes Pearson – Students now have options to select the instructor for comments, this is a new process.
3. One suggested update to language in the policy please use “Faculty are” rather than “Faculty is.”
4. VP Chilson and Grace Anderson will discuss the addition of the Office of the Provost/VPAA to the Point of Contact of policy 4.XXX



4. Lorinda Hughes provided an update on President's Cabinet meeting.
 1. Some discussion over the intranet moving to various places on the website based on who 'owns' the information. This was followed by questions regarding the idea of a centralized location for important information to make it easier for access. Grace Anderson: Share point may a location for some data from Institutional Research. Concern was raised that information like the institutional budget will not be easy to access or will not be available. A recommendation was made for a reference document if the information is dispersed so that those who have been accessing the intranet will know where the new location is for information.
 2. There will be a Craft Fair on December 4th, the website is incorrect.
 3. Gratitude was expressed to Lorinda for going over the information.

VIII. Good of the Order

1. Hearing Board Committee Nominations
2. Chair-Elect Nominations
3. Craft Fair Dec 4th 9:00 am to 3:00pm
4. Winter Revels Dec 10th Outdoors and Baskets

*Motion to adjourn the meeting made by Mike Owen, 2nd by Harold Crook, motion passed.
(22 yes, 0 no, 0 abstention)*