



Faculty Senate
Approved Minutes
September 3, 2020, 3:15pm
MLH 100
Zoom Meeting ID: 91519445480
Pass Code: 609727

Present: Kylee Britzman, Lauren Connolly, Erin Fay, Guarina Grullon, Sue Hasbrouck, Natalie Holman, Leif Hoffmann, Lorinda Hughes, Bryce Kammers, Tracy Koch, J.R. Kok, Eric Martin, Julee Moore, Spencer Payton, Alicia Robertson, Clay Robinson, Eric Stoffregen, Royal Toy, Heather Van Mullem, Scott Wimer
Guests: Andrew Hanson, Madeleine Hill, Debbie Kolstad, Jenni Light, Cynthia Pemberton, Nikol Roubidoux, Lori Stinson

- I. Call to Order @ 3:15pm – Roll Call
- II. Introductions
- III. Approval of Senate Meeting minutes from April 30, 2020 *Motion to approve minutes by Eric Martin, 2nd by Lauren Connolly, motion approved (17 yes, 2 abstentions).*
- IV. Remarks:
 - I. President Pemberton
 - i. Thank you for your compliance with all of the necessary protocols for reopening campus this term.
 - ii. Please email me if you are interested in having me attend a class to thank students for their support.
- V. Division Updates

If you have specific major items for discussion, let Leif know in advance so that they can be put on the agenda, otherwise email him any general updates to be shared in advance so that they can be distributed either when sending out the agenda and/or being included the minutes.

 - I. Call for updates:
 - i. DONSAM: Interim Chair (Martin Gibs)
 - ii. Oct 23rd 9 am Ribbon Cutting for CTE center
- VI. New Business (Provost Stinson)
 - i. Class break-even point
 - 1. Analysis of 10th day headcount typically in October and March found an average break-even point of 17.3 – 17.5 students per course. This assumes students take 15 hours/term and full-time teaching faculty average salary. Actual numbers for Academic courses was 17.5 and for CTE it was 16.5.



- i. How should the information be used? What are ideas to make use of it? Please generate recommendations on use of data.
- ii. Take this question back to divisions to discuss with colleagues, then report.
- iii. Initial Reactions from attendees:
 1. Q: Are we thinking about increasing the workload for under enrolled courses or reducing workloads for overenrolled classes?
A: This is a great way we may need to look at the numbers. What can we learn about the scope and types of the courses?
 2. Q: Upper-division courses may not have as many as the introductory sections. Are we looking program-wise, or per faculty?
 3. Statement: As a starting point it leaves us several opportunities to look at the overall and interrelated nature of programs and college enrollment. Implications need to be considered after we take time to create measurement tools that will help us to answer questions we may have. Perhaps as a needs analysis we can form some questions and develop tools that can be used to measure what we are looking for.
 4. Statement: Consider solidarity - if every class needs 17, we need to think about the implications. We need to grapple with this to make sure we can find a way to stay unified.
- ii. “Emergency remote instruction”
 1. Develop new name? - The name was not changed due to what was out there during the summer. Some institutions permitted the faculty to choose the mode of instruction. We heard that students would not come to college w/o face to face instruction.
 - i. An LCSC student was recently quoted in national media that they considered ERI to be online learning. Administration is concerned about how this looks to other students and to the public.
 - ii. The Provost would like to get feedback from divisions and report this back to Senate
 2. When and how ERI should it be used / thinking outside of the COVID-19 context.
- iii. First two-week experiences of the semester
 1. What seems to work?
 - a. Student government response (Senator Madeleine Hill presenting on behalf of ASLCSC):
 - i. High praise for faculty, masks, layout, etc.
 - ii. Concerns about what happens if a student becomes ill. Varied responses to the concern; however, it seems that a case-by-case basis is typical. Students are encouraged to reach out to their individual instructors to arrange to make up work. This is not only a situation during COVID-19, but is applicable to other situations as well.
 - b. BTS: everything has been working well. Students have raised concerns about learning Math via hybrid and/or online, but our professors are doing what they can to accommodate and work with those students.
 - c. Social Sciences – The general sense is that the first week went better than expected with a twist. Everything has taken more time 1.5 to 2 times as much Perhaps due to the learning curve... there seems to be a large increase to workload.
 - d. Open door policy for office hours so students can come in and talk and share their story.
 - e. Students are grateful for face to face classes and want to continue in that direction.



- f. Students have expressed appreciation for accommodations from the college and the instructors.
 - g. Having people across campus willing to take the time to answer student questions has helped with beginning of semester transition.
 - h.
2. What needs to be improved? What are the needs and challenges?
- a. Provost Stinson: Part of what has made this difficult has been the lack of equipment. Many good people have been working hard to get the right equipment in classrooms I want to acknowledge this and thank you for your work.
 - b. Some of the technology in the classrooms is not in place yet because it's all on backorder.
 - c. Faculty request more training and support from IT on Canvas and group chats
 - d. More social distancing in some of the classroom set ups.
 - e. Classrooms that were out of cleaning supplies. Contact physical plant or the COVID hotline if additional supplies are needed.
 - f. Technology – Multiple screens and rooms where we can install an additional monitor. There are several rooms that can be installed fairly quickly.
 - g. Question: How can we request tables and chairs for instruction outside?
 - h. Operational Policy: COVID-19 webpage
 - i. There were concerns of how we as individuals are communicating with our students about the reasons we changed the format of the course. We would like leeway with the expression of this information. General discussion about faculty illness, reporting, and what can be disclosed to students.
 - j. A map of locations where students can access WiFi for classes needs to be created/distributed so that they can attend the remote sections of class. President Pemberton welcomed this idea and hopes that such a map will be created once hotspots are installed.
 - k. Mask compliance – President Pemberton stated “compliance is a MUST!”
 - l. President: You should let the Provost know when there are concerns. Don't let the problems persist, use your channels for communication.

VII. Committee Reports

- i. Budget, Planning and Assessment
- ii. Curriculum
- iii. Faculty Affairs – Next week will be done during Zoom. Faculty Development monies will be available.
- iv. General Education
- v. Student Affairs

Are committee meetings open? – Yes.

VIII. Good of the Order

- a) Available rolling whiteboards:

We have two rolling whiteboards for use in the WCC (since the wall mounted ones aren't very effective when the space is being used as one large classroom). We also have one that will be



stored on the SUB/CSL lower area for faculty who wish to reserve the Amphitheater and teach from there in nice weather.

- b) Multicultural Awareness Week – Information available at: <https://www.lcsc.edu/minority-programs/multicultural-awareness-week/>
- c) Constitution Day (See Page 5)
- d) Provost Stinson:
 - a. Coming to work when you do not feel well is not appropriate. Look at the 72-hour criteria. Be sure to give yourself space.
 - b. You know that we are no longer restricted to offering baccalaureate programs. We would love to have ideas from your divisions regarding graduate level certifications, courses, niche areas, etc. Bring as many ideas to us as possible.
- e) President Pemberton:
 - a. Enrollment: 4 ½ – 5 ½ % down – currently not planning any additional cuts. Keep working on recruitment and retention.
 - b. No new money for next year. Health insurance may be going up, we've heard as much as \$1K per head

Motion to adjourn the meeting this meeting made by Clay Robinson, 2nd by Heather Van Mullem, motion approved

September 17, 2020

- Everyone welcome -

Join us for a panel and audience discussion (via Zoom) on the ratification of the 19th amendment and women's right to vote in the US and beyond.



When: Thursday, September 17, 6pm to 7:30pm

Where: Zoom ID— 925 8877 2591

Zoom Passcode— 228705

For more information, please contact Prof. Kylee Britzman (kjbritzman@lsc.edu) at (208) 792-2615 or Prof. Leif Hoffmann (lhoffmann@lsc.edu) at (208) 792-2818.