



Faculty Senate
Draft Minutes
Sept. 9, 2021
3:15pm
Zoom Meeting

Present: Kylee Britzman, Lauren Connolly, Jennifer Cromer, Harold Crook, Erin Fay, Kristy Gondor, Sue Hasbrouck, Bill Hayne, Polly Knutson, Brian Kolstad, Mike Owen, Suzanne Rousseau, Eric Stoffregen, Gene Straughan, Luke Thomas, Royal Toy, Heather VanMullem, Scott Wimer. Ex Officio: Isaiah Ewing, Leif Hoffmann, Lorinda Hughes, Billy Lemus, Cynthia Pemberton, Ted Unzicker

Guests: Grace Anderson, Erin Cassetto, Marlowe Daly-Galeano, Sarah Graham

- I. Call to Order
- II. Introductions – Those who did not attend the last meeting were invited to speak.
- III. Approval of Senate Meeting minutes from August 26, 2021

*Motion to approve the minutes made by Harold Crook, 2nd by Brian Kolstad, minutes approved.
(18 yes, 0 no, 0 abstention)*

IV. Comments/Updates:

A. President Pemberton

- 1. SBOE Update
- 2. Provost position update

There will be a national search for this position and internal candidates are encouraged to apply. President indicated title of position would be Provost. The search is scheduled to start this fall with the hope to find a candidate next spring with a starting day of July 1. There will be some faculty input

3. Questions

- i. Masks – We will probably be required to continue to mask after the first checkpoint on September 17th. Continue to refer to the operational matrix. Once we are cleared to remove the mandate instructors may continue to require them in face-to-face classes.
- ii. Required testing for COVID-19 – This cannot be required; however, some subgroups like athletes are required to do so if they would like to play. Some remarks were made regarding a student raised concern about the collection of personal DNA. All results are handled by medical professionals and any reporting of positive results are made by the students. The only direct report LCSC receives is for those that can be encouraged to test for the random screenings.



- iii. Wednesday message students – There was a request made to know what is going out to students and to see if faculty could opt-in. VP Hanson oversees this communication.
- iv. President Pemberton recommended that all faculty receive a flu shot this season.
- B. Vice President Chilson
 - Unavailable today; however, if there are questions that you would like him to address at future meetings, please let Lorinda know.
- V. Campus Guests:
 - A. Marlowe Daly-Galeano – CTL
 - 1. New director for the CTL requested that we submit any questions, wants, or needs to her. The CTL is about pedagogy, but more importantly about fostering community.
 - 2. The Everyday Teaching Excellence Award was mentioned, and more information about the award can be found here:
<https://www.lcsc.edu/teaching-learning>
 - B. Erin Cassetto – Career Center
 - 3. Encouraged faculty to have students use Handshake.
 - 4. If you receive any requests made by recruiters, please have them contact the career center as setting up the business and posting on the platform just takes a few minutes.
 - 5. Career Fair: Oct. 7th, encourage students to attend:
<https://www.lcsc.edu/student-employment/lc-state-career-fair>
 - 4. Career Tip Tuesdays 12pm – 1pm on the DO MORE and Handshake Apps.
 - 5. Link to sign up for handshake: <https://www.lcsc.edu/student-employment/joinhandshake>
- VI. Old Business
 - Talkington Award process is being discussed within committee. If you have any feedback on the current draft, please share it with your division representative.
- VII. New Business:
 - A. Senate Charges/Senator Perspectives
 - A discussion was held regarding the current perspectives of those present regarding their roles as senators. We were asked to solicit additional information from our peers so that we have a good operating understanding of the role of the individual senators.
 - B. Senators bring policies to group/Senate for discussion/prioritization
 - A request was made by Lorinda Hughes for the Senate to feel encouraged to bring policies forward that may need to be reviewed rather than waiting for them to come under review. It was suggested that any policy that may need review be brought to Senate so that we can prioritize them and discuss the policy revisions as needed. The following were a few initial ideas:
 - 1. Paid parental/caregiver leave policy (Note: while not discussed, this policy would likely have to be initiated by the State Division of Human



Resources, on behalf of all state employees, with approval by the legislature.)

2. Definition of ‘on-campus’ vs. ‘on-duty’ for instruction, committee work, and other meetings needs a redefinition, as these may occur face-to-face, in hybrid, or asynchronous formats.
3. Physical office hours vs office hours that may be addressed in other ways.
4. <https://www.lcsc.edu/media/5200/3133-duty-assignments.pdf>
5. <https://www.lcsc.edu/media/5205/3138-telecommuting.pdf>

VIII. Division Reports/Feedback/Concerns

- A. Some divisions are concerned with the pause and reflect process as some programs are suffering due to the loss of faculty to retirement and other retainment issues. A request was made for more transparent decision-making regarding when/how faculty can be replaced.
- B. A meeting will be held for faculty at 3pm on the 23rd of September in Sam Glenn with Clay Long who is the State Administrator for Career and Technical Programs. Mike Owens will send a schedule when it becomes available.

IX. Committee Reports

A. Budget, Planning and Assessment:

Had an email meeting to generate what needed to be covered by committee.

B. Curriculum:

Reviewed the policies and procedures for the committee.

C. Faculty Affairs:

Will meet Thursday 9/16. VP Chilson has received two faculty development grant applications to date. Please announce to faculty that they are due 10/1. If any faculty have already submitted, please have them send an email to Sue Hasbrouck to ensure that all applications are accounted for.

D. General Education

1. Will meet monthly. Amanda Van Lanen created a Gen Ed Canvas page that may be shared with faculty as it is completed.
2. The committee will make some changes to the operational guidelines to be in line with the new division structure.

E. Student Affairs:

Met earlier this week to briefly go over the draft SCE policy document and to start the finalization process; the draft was shared via email and the charge was given to committee members to circulate the document once more and to get feedback and comments to redraft. Administration and Institutional Research & Effectiveness were invited to become involved in the process. Grace Anderson indicated a willingness to support this effort in whatever way possible.

X. Good of the Order

- A. First meeting of month is open and informational with guests. Second meeting of the month is closed for discussions and voting.
- B. All members will attend on Zoom for the September Senate meetings.



C. The Human Library: Queer Review Event: September 23rd 9am – 5pm at the Williams Conference Center

D. Constitution Day: September 16th 6pm – 7:30pm in SAC 115 or via Zoom.

*Motion to adjourn the meeting made by Harold Crook, 2nd by Brian Kolstad; motion passed.
(18 yes, 0 no, 0 abstention)*