



ROBERT HOLLAND FACULTY SENATE

Uncorrected Minutes of September 11, 2020

The Robert Holland Faculty Senate of Mississippi State University held its regular monthly meeting in the Union Ballroom and via Webex at 2:00 p.m. on Friday, September 11, 2020.

Members absent and excused were: Allison Eddy, Rebecca Long, and Angela Savage

The meeting was called to order by Senate President Rebecca Robichaux-Davis.

President Robichaux-Davis asked for any corrections to the minutes of the August 21, 2020 meeting. Hearing no corrections, President Robichaux-Davis accepted the minutes as presented.

GUESTS

Dr. Clifton Story, Executive Director, University Health Services

Dr. Story began by thanking the senators for the opportunity to address them and answer any questions they have. He said he has three children currently attending MSU. One of his children is a freshman, one is a senior, and one is in graduate school. He said it is a pleasure for him to work for MSU. He has been employed at MSU since 2008 and has held his current position since 2013.

Dr. Story said the employees of the Longest Student Health Center have worked very hard to address the Covid-19 outbreak. The Health Center began looking into the virus in January. From the beginning, when there was barely any information on the virus, it was understood

that the government and other parties could not be relied on to rescue us. We had to be prepared to handle the situation as it evolved. Dr. Story said there is no rule book for dealing with Covid-19 since it is a novel virus. He said it sometimes feels as though the rules are being made up as we go. Dr. Story said his approach to the virus has been to not rely on others, but to come together as a community and work through it. He said he believes this has happened. From the beginning, personal protective equipment (PPE) has been collected and the current stock of PPE in the Health Center is enough to last up to two years. In addition, the PPE is recycled to help ensure the stock lasts. Dr. Story said the second initiative has been to gather enough tests for the campus community. Dr. Shaw and Mr. Zant have helped the Health Center procure sufficient testing supplies. The clinic currently has 9,500 rapid tests and 19,900 PCR tests.

Dr. Story said not having a rule book for the pandemic has presented challenges. Every time a question is answered, it raises many additional questions. It has been a challenge handling this. He said he felt the Health Center was prepared, but the uncertainty of the number of individuals who would want or need to be tested created some instances of extended wait times. He said, as a doctor, he prides himself on seeing patients within 5 to 10 minutes. The extended wait times were unfortunate but reasonable given the circumstances. At one point the Health Center was the only place in town which could test people since the hospitals only tested those who were really sick, and the other clinics ran out of tests. This added to the testing demand at our facility. Dr. Story said he feels we were able to meet the needs of the community to the best of our ability.

Dr. Story said he noticed at the end of last week that things started to settle down a little bit and he is hopeful that this trend will continue. He said he is not sure if students and others are not being seen due to the fact they may end up quarantined, or if the numbers are truly declining. The first two weeks of the semester there were roughly a hundred tests being performed daily. This week, that number has been 40 – 45 daily tests performed.

Dr. Story said he has contingency plans to address the possibility that it could get much worse than it currently is. If it gets as bad as it did in Italy and New York, he plans to turn the Health Center into a hospital and he and the other doctors would stay with the patients overnight. He said the Health Center is prepared with regard to PPE and testing supplies, but he wants people to be aware that this is an unknown situation in which there is bad information, misinformation, and a lack of information.

Senator Memili asked if there was a mechanism or record to determine the immunity on campus. Dr. Story replied there are antibody tests available in the clinic, but the question is what do these test results mean. If a patient has positive IGM or IGG antibodies, it could be from a previous viral infection other than Covid-19. Dr. Story said there is not enough data in

the world to determine what immunity really means for people. He said the clinic is not actively checking antibody levels since it costs the patient money and, in his opinion, does not provide any useful information.

Dr. Shaw said he had some questions posed to him that he believes would be more appropriate for Dr. Story to answer. He asked Dr. Story to speak about mobile testing with OCH and UMMC and how the partnership with the Vet School is going to process PCR samples. Dr. Story said the partnership with UMMC and OCH is providing pop-up testing sites to help provide testing for those that want it. One of these was hosted yesterday and it went very well. Dr. Story said he has not seen results from this yet since PCR tests were performed. These tests are now being processed by the Vet School. The Vet School already had the machinery to process the tests and had personnel willing to perform them. They had to get emergency certification from CLIA to be able to process the tests. He said they wanted to be able to help the community as they could. The PCR test is considered the gold standard for Covid-19 testing. In some cases, results would take 5 to 8 days. The Vet School is able to provide results within 24 hours. He said he does not believe there are many other institutions who have 10,000 rapid antigen tests and 20,000 PCR tests on campus to use at any moment. He said he is proud of the Vet School and proud of how everyone has bought into the idea of community and come together.

Senator Gregory asked why the data on the 14-day look back period changes. She said she can see why the positive results would change over time but asked Dr. Story to clarify why the pending students and tests performed data fluctuates. Dr. Story replied there are several factors which affect the reported numbers. He said the rapid test provides same-day results, but the PCR testing takes 24-48 hours if processed by the Vet School and possibly longer if the sample was sent to an outside laboratory which happens as a result of insurance coverage and other factors. Sometimes test results come back as inconclusive which prompts a call-back of the patient for another test to be performed. It is also possible the data has to be adjusted as it is discovered that there was an error made as to which day the test was performed. Dr. Story said the goal is to provide the data without overwhelming people. He said, in the near future, a new format will be used to present the data. The pending and positive test data is providing a rolling number in a real-time manner. The new format will include graphs to present the data. Dr. Story said we want people to know what is going on, but it is difficult to determine what data people want to see while at the same time not overwhelming or confusing people. Dr. Story said at no time has there been any effort to hide what we are doing on campus. We want to make sure everyone understands where we are by presenting accurate information.

Senator Winer thanked Dr. Story and said he is in awe of the level of operation he has been able to help put together. He said he is very happy to hear Dr. Story's discussion of community and happy to hear he has been reaching out to help as many people as possible. Senator Winer

asked what students are told when they want to have a test and what they are told when the test results are positive. He said he has noticed in the data released that a high number of students are in isolation or quarantine but the number of students in isolation or quarantine on campus has reduced by roughly 40%. He also asked if any student who wants a test can get one, or if the student has to go through the screening process to receive a test. Dr. Story thanked Senator Winer for his kind comments. He said it was a community effort by people like Dr. Shaw and President Robichaux-Davis that helped to get us to where we are. Dr. Story said he is willing to test anyone that wants it. He said early on, due to the limited number of available tests, the guidance was to only test symptomatic individuals. There are circumstances such as when an individual is exposed where it is not helpful to perform a test until a period of time has elapsed since the test results would not be accurate until the virus has had time to propagate. He said an individual in this case should quarantine, but testing is not necessarily helpful. This was communicated to the students in situations like this. Dr. Story said there has been additional staff hired to help deal with Covid-19. Sometimes the message gets diluted when so many people are giving information. He said some complaints have been received and corrective actions have been taken to make sure there is a consistent message being delivered. He said a big part of correcting this was further education on the message. Dr. Story said the intake of potential Covid-19 patients is a much more laborious process due to the screening process, escorting the patient in the clinic, and doctors performing the testing to limit exposure to others. If there are a high number of symptomatic patients to be seen, it is hard to justify expending this effort for those who simply want to have a test. He said when it comes down to it he will test anyone that is insistent on being tested, but an effort is made to make sure those who need to be seen are able to be seen in a timely manner. Dr. Story said there is no mandate that says that infected people cannot return to their homes. He said he looks at how we can best handle the community. Individuals who test positive for the virus are told they cannot be around people and must isolate for 10 days. After 10 days, if the patient has been without fever for 24 hours and the symptoms are improving, they are free to leave isolation. Quarantine is for the people who have been exposed but are not positive for the test. The advice given to students depends on their current living situation. If they live by themselves in town, they can isolate in place. If they live on campus, they must move out of the residence hall and either go to a location where they can isolate, or they can be moved to the isolation space provided by the University. Dr. Story said, having read and seen what other schools are doing, he cannot imagine us doing a much better job.

Senator Pelaez asked how many clusters MSU has had to this point. She also asked if the drive-thru testing was to get a more randomized sample to help determine the true numbers and if not, will there be randomized testing implemented. Dr. Story replied there were a couple of greek houses and a couple of residence hall wings whose residents were isolated/quarantined.

He said there have not been any cases of clusters in the work areas of campus. Most if not every residence hall has had cases, but there have been no large outbreaks. Dr. Story said the goal of the mobile testing was to allow those who wanted to get tested the ability to easily do so. He said the mobile clinic performed 100 tests but had the capability of testing up to 500. This also alleviated some of the pressure on the Health Center which is averaging 100 tests per day. Testing at the Health Center triggers the contact tracing process for those who tested positive. The Health Center staff was having to stay until 8:00 or 9:00 at night to make all of the necessary phone calls resulting from the contact tracing process. Dr. Story said there is no current plan to perform randomized testing at the University.

Senator Eakin asked if drive-thru flu clinics would be held given it is critical to get a flu shot this season and people may be hesitant to go to a public location to receive the shot. Dr. Story said having something like a drive-thru flu shot clinic is very possible. He said in a typical year the clinic orders 2,00 to 2,500 doses of the flu vaccine. This year, 10,000 doses have been ordered. He said there are some complicating factors involving insurance issues when the flu clinic is held outside of the Health Center. The logistics of how to handle flu shot clinics on campus is being examined at this time. All students, faculty, and staff are strongly encouraged to get the flu shot. Dr. Story said to look for information on flu shot opportunities to come out in the near future.

Senator Welch asked if any student had access to the isolation/quarantine space in the local hotels, or if these facilities are only for resident students. Dr. Shaw replied the hotels are for the students housed on campus. This includes the greek houses and the residence halls.

Senator Zuckerman thanked Dr. Story for all of the hard work he and his staff are doing. Dr. Story thanked Senator Zuckerman for her comment and said he would relay the message to his staff.

Dr. Story said the senators can send him any additional questions, comments, or suggestions they have. He said he feels we need to work through this together as a community.

Dr. David Shaw, Provost and Executive Vice President

Dr. Shaw began by saying he would not trade, anywhere in the world, for Dr. Story and his team. He said they have been calm, cool, and collected and have been committed to do what was necessary to get us there. Dr. Shaw said he personally thanks Dr. Story and his team and said their efforts have been greatly appreciated.

Dr. Shaw said he is very excited to say at the last Executive Council meeting both AOP 10.02 Academic Administrators and Directors and AOP 13.05 Faculty Grievance Procedures received final approval. One of the first conversations Dr. Shaw had when he assumed his role with then

Senate President, Randy Follett and Vice President, Mary Ann Jones was about these two policies. These policies have been stuck in review for almost six years. He said he is very pleased these policies have been completed.

Dr. Shaw said last year, IHL changed the enrollment policy, and said the official enrollment numbers now are not reported until November 1st. These numbers have traditionally been reported on the tenth day of class. Due to this change, the official enrollment numbers are not permitted to be released at this point. Dr. Shaw said he can say that the enrollment for this semester will set a new record for MSU and it is substantially higher than the record we set last year. We are above 23,000 students for the first time in the history of our institution. Dr. Shaw said when Don Zant asked him what to forecast for this year, his response was that he was hopeful we would not be down more than 5%. Tuition revenue models were run for up to a 15% decline in enrollment. Dr. Shaw said the fact that we did not receive a big budget cut and our enrollment is up, makes him very proud of this institution, very proud of the plan that was created, and excited to know that the students bought into the plan. We knew the probability was that we would have less freshmen since the 18 year-old population in Mississippi is in decline, and the students and their parents would want them to stay closer to home. Dr. Shaw said the new freshmen numbers are the only enrollment numbers which have declined. Returning students, returning graduate student, transfer student and international student numbers are all up. New, first-time graduate student numbers are way up. Dr. Shaw said we have a phenomenal team at MSU. We have a great community that is committed to making the changes in Mississippi that we want to see. Dr. Shaw said it is not surprising that we have experienced some issues with compliance, but he would match us up against any other institution our size and caliber in the country.

Dr. Shaw said there has been one change to one of the task forces. He said the Student Evaluation of Teaching was chaired by Jeffrey Dean. Due to time constraints, Dr. Dean is stepping down as chair of the committee and Dr. Michael Seymour, Director for the Center for Teaching and Learning, will replace him as chair. Dr. Seymour has requested Dr. Kelly Marsh be added to the committee due to her prior experience and her hosting of round-table discussions on student evaluations of teaching. The two students on the committee have graduated so they have been replaced. Dr. Shaw said he also invited Tracy Baham to join the committee.

Dr. Shaw said he was asked to comment on the Diversity Council. He said several things happened right before he took his current position, and the status of the Diversity Council was not previously on his radar. Dr. Shaw said he has spoken to Rasheda Boddie-Forbes about the council and its structure. He said he will speak further with Dr. Boddie-Forbes and the committee will begin moving forward.

Dr. Shaw said he very much appreciated President Robichaux-Davis opening the meeting with the moment of silence for 9/11. He said he appreciated the opportunity to take a moment to think about the lives that were lost and the things that happened 19 years ago today.

Senator Freeman asked if graduate students on assistantship will have tuition waivers for the winter intersession and asked Dr. Shaw to discuss financial aid for undergraduates. Dr. Shaw said the conversation on these subjects are currently ongoing. The current conversation is to allow graduate students to take a course during the winter intersession, but they have to be mindful of their cap for the winter and spring semesters combined. Dr. Shaw said when the final decisions are made in the next few weeks, this information will be released. He said he believes scholarships will be treated similarly and any credits taken during winter will also be added to the spring credits toward the 18-hour cap.

Senator Memili asked for an update on international students and researchers trying to travel to MSU. Dr. Shaw said the consulates are open and they are accepting applications. Some of the graduate students who have enrolled but were not able to get here may be able to arrive as early as next month. The challenge is, even though the consulates are open, they operate via appointment and they are very backed up. There are a number of students who will not be able to get here until January due to the delays. Dr. Shaw said he is hopeful all of the students who want to be here will be able to get here. Senator Memili asked if MSU is issuing the documents the students need for their applications to be processed. Dr. Shaw replied MSU has never stopped processing the paperwork for international students. The bottle neck is the processing by the consulates.

Senator Williams asked for an overview of what football gamedays will look like and who is in charge of safety and security for gamedays. Dr. Shaw said he would address what he could, but Sid Salter, Chair of the Gameday Committee and John Cohen would be the individuals leading the planning for gameday and could answer some more specific questions. There will be 25% capacity in the stadium. Per a ruling from the SEC, the band will not be able to play on the field at halftime. The SEC was concerned the band could introduce the virus to the field and their main concern is player safety. A 25% capacity in the general admission seating is fairly easy to determine, but that is not the case for club level, the lodge level, and the boxes. These decisions are not final, but there have been discussions with medical advisors including Dr. Thomas Dobbs, the State Health Officer. Only players and coaches will be on the field. There is an effort to make the regulations consistent across all SEC institutions. There will be no tailgating allowed at all. Dr. Shaw said there has also been a lot of conversation about how to seat students. He said there is a good plan in place to enforce the designated seating.

Senator Tagert asked if there are plans for an in-person graduation ceremony. Dr. Shaw replied it is hoped that we will be able to have an in-person graduation ceremony or multiple in-person

ceremonies. He said a team from the Registrar's Office attended the summer graduation held by the University of Alabama, Tuscaloosa. We are very impressed with what they did. The current discussion is to hold multiple ceremonies as UA did. They limited each ceremony to 900 students. Each student received 4 tickets and it was strictly enforced. Dr. Shaw said our team feels we can do something similar and maintain the safety of everyone involved. The only speaker at the UA ceremony was the University President and the ceremonies were condensed to roughly 45 minutes each. Dr. Shaw said the focus of our efforts is on the student experience of receiving the degree and being recognized by their families. There is also discussion of holding earlier ceremonies to accommodate the spring graduates. The Meridian ceremony can move to the next week without any issue. Dr. Shaw said this is preliminary planning and as such, it is subject to change. Plan B would be to hold a virtual ceremony again. He said nobody on campus wants to be able to hold a face-to-face ceremony more than President Keenum.

Senator Freeman asked if the spring semester will start late or end early. Dr. Shaw replied various groups have been polled to determine what would be best. The unanimous feedback received, including by the medical community, is to start on time and end early. This would benefit the students by allowing them extra time for co-ops, study abroad, or to work if they have lost income. The plan right now is to start on January 5th, skip spring break, and end a week early. Dr. Shaw said the removal of spring break has not been popular with the students, but all of the same reasoning for the removal of fall break still apply.

REPORT OF THE FACULTY SENATE PRESIDENT

President Robichaux-Davis began by congratulating Senator Ganesh Bora for accepting a position as a National Program Leader with the National Institute of Food and Agriculture of the USDA. President Robichaux-Davis thanked Senator Bora for his service and contributions to the Faculty Senate.

President Robichaux-Davis said as a result of Senator Bora's departure, she is asking for a volunteer to serve on the Faculty Research Advisory Committee.

The majority of the activities that have occurred over the summer focused on planning for our return to on-campus classes in the Fall 2020 semester, as well as a smooth transition of Jason Barrett and I into our Senate leadership roles. During the month of June, Jason and I met regularly with out-going president, Randy Follett, and out-going vice-president, Mary Ann Jones and Provost Shaw. Beginning in July, Jason and I have met weekly and we have continued to meet regularly with Provost Shaw. I am looking forward to continuing to foster a great collaborative working relationship with Provost Shaw, as he remains steadfast in his commitment to working closely with the Robert Holland Faculty Senate.

With the start of a new academic year, one of my first responsibilities as President was to assign senators to the various university committees for which we have a designated seat. Many of the committee representatives are specifically identified based on position, which is true of those that I and Vice-President Barrett currently serve. The others are open to any current senator. To determine which senators would be appointed to each of the other committees, I requested in two consecutive summer update emails that senators who were willing to represent the Senate on one of the university committees communicate that to me via email this past summer. In instances where no one had volunteered for a committee, I asked the previous representative. Through this, I was able to confirm appointments to each of the university committees for which we have a seat. The current list of representatives for each of the standing university committees is provided below.

Committee	2020-21
Academic Accommodations Committee	Ted Wallace
Academic Deans Council	Jason Barrett
Academic Review Board	Missy Hopper
Associate Deans Council	Randy Follett
Athletic Council	Rebecca Robichaux-Davis
Calendar Committee	Randy Follett
Commencement Committee	Brian Davis
Committee on Campus Access	Jason Barrett
Committee on Courses and Curricula	Kathy Sherman-Morris
Community Engagement Committee	Jason Barrett
Dining Advisory Committee	Patty Lathan
Dining Advisory Committee	Sorina Popescu
Diversity Council	Rebecca Robichaux-Davis
Employee Benefits Committee	Molly Zuckerman
Executive Council	Rebecca Robichaux-Davis
Executive Enrollment Management Committee	Rebecca Robichaux-Davis
Faculty Research Advisory Committee	Ganesh Bora
Faculty/Staff Housing Appeals Committee	Rebecca Robichaux-Davis
Galleries and Museums Committee	Kevin Williams
Gerontology Committee	Lyndsey Miller
Information Technology Council	Rebecca Robichaux-Davis
Institutional Effectiveness Committee	Erdogan Memili
Instructional Improvement Committee	Tom Carskadon
Instructional Improvement Committee	Stephanie King
Instructional Technology Advisory Committee	Chien Yu
Library Committee	Derek Marshall
Master Plan Development and Advisory Committee	Rebecca Robichaux-Davis
Master Plan Development and Advisory Committee	Jason Barrett

Parking and Traffic Regulation Committee	Rebecca Robichaux-Davis
President's Committee on Planning	Rebecca Robichaux-Davis
Registration and Scheduling Committee	Rebecca Long
Special Events and Game Day Operations	Rebecca Robichaux-Davis
Sustainability Committee	Rebecca Robichaux-Davis
Teaching Evaluation Committee	Alexis Gregory
Textbook Committee	Paul Spurlin
Undergraduate Research and Creative Discovery Committee	Jason Barrett
University Health & Wellness	Sol Pelaez
Work Life Balance Committee	Kimberly Kelly

Thank you to each of the senators who volunteered and accepted an appointment to represent the Senate on the above standing university committees. I appreciate your time and committee to that service.

Status of AOPs:

The following AOPs are not under review to the best of my knowledge, but are past the four-year review cycle:

AOP	Title	Date
10.05	Nepotism	12/5/2012
10.08	Classroom Regulations	4/26/2016
12.01	Academic Add-Drop	7/23/2015
12.04	Final Examination	7/23/2015
12.22	Undergraduate Student Courseload	8/25/2015
13.06	Sabbatical Leave for Faculty Members of State IHL	6/9/2014
13.12	Summer School Teaching	3/28/2016
31.02	Legal Resident Status	2/5/2013

Reports from Committees on which I Serve:

Athletic Council – This committee has not met since July 1, but I met with Brent Fountain, the new chair, to discuss meeting times and dates, as well as the potential faculty members who could replace those faculty who have rolled off of the council. Our monthly meetings will begin in September.

COVID-19 Future Planning Task Force – This task force met and continues to meet weekly. Information from each of these meetings is provided through my bi-weekly updates, the Provost's weekly updates, as well as other email correspondence from the Office of the Provost and the Division of Student Affairs. An extensive website with guidance, information and other

resources concerning COVID-19 has been developed with specific web pages for faculty, students and employees at www.msstate.edu/covid19. To launch the Cowbell Well Campaign, I participated in an educational video about the Cowbell Well “steps” for staying healthy. This video was released on August 3rd. Additionally, when students first log into their MyState accounts, they are prompted to sign an acknowledgement concerning the Cowbell Well Code of Conduct, which includes the policy that requires that face coverings be worn in all indoor spaces on campus. It is critical that everyone, faculty, staff and students, adhere to this policy. More recently, the Task Force recommends that assigned seating be used in all classes and that classes be dismissed “by rows” to assist students in maintaining social distancing while exiting classes. The Task Force also acknowledges that some courses do not lend themselves to being recorded for those students who are absent to view later, but faculty who choose not to record classes should have a plan in place for how students who miss class can still receive the information presented when the absence(s) occurred. All classrooms should have a bin of disposable masks, sanitizer spray and wipes. Lastly, one look around campus and one can see the predominant use of signage to communicate the university’s expectations concerning the behaviors of anyone on campus. These signs reference the various components of “Cowbell Well”, including the requirement to wear face coverings and to socially distance. In looking around campus, one can also see large tents and spaces with seating. Those are intended to provide students with a place to eat and/or “attend” online classes in between face to face classes.

Diversity Council – This committee has not met since July 1st.

Executive Council – This committee has not met since July 1st.

Executive Enrollment Management Committee – This committee has not met since July 1st.

Fall Convocation Group – This committee met on July 20th to discuss the feasibility of Convocation for the upcoming academic year. It was decided that there will be no Convocation for 2020, but the Keynote Speaker may still come to campus and speak to smaller groups of students in a venue where social distancing could be maintained. Coins will still be provided to new students, transfer students and potentially new graduate students through the deans of the colleges.

Game Day and Special Events – This committee has not met since July 1st.

Information Technology Council – This committee met most recently on August 4th. This semester students needing an ID card were allowed to upload their own photo for the ID and then the ID was mailed to them prior to arriving on campus for classes. Updates to Canvas and WebEx occur often and faculty will be notified of such updates by ITS. One of the most recent

updates is that virtual backgrounds are now available in WebEx which is something that many faculty requested. Through a new initiative, DawgTech Connect, student volunteers have been trained to provide assistance to teaching faculty during the first two weeks of class. These volunteers will be wearing name tags that say “DawgTech Connect” and will be assigned to specific classrooms. If these volunteers are unable to address whatever technology issue a faculty member is having, the volunteer will contact ITS to get additional support to the classroom. Please remember these students are volunteers. ITS has worked around the clock during the past week to install video cameras and other technology so that all classrooms have needed technology, including the non-traditional spaces that are being used as classrooms. To prepare for the arrival of these cameras, over 26,400 feet of network cable was pulled into the various teaching spaces. ITS has also offered and will continue to offer training on the use of classroom technological equipment. In terms of Return to Campus Safety Measures, MSU has 50 Temperature Detection Kiosks that you may have seen in various buildings across campus. These kiosks are touchless and when the user positions his/her head in a certain space the machine can detect the user’s temperature. Additionally, the Everbridge App which was previously our Maroon Alert app can now be used for daily health checks.

Master Plan Development and Advisory Committee – This committee has not met since July 1st.

Parking and Traffic Regulations Committee – This committee has not met since July 1st.

Sustainability Committee - This committee has not met since July 1st.

Senator Gregory asked about the scheduling process for the winter intersession and the spring semester. She said it seems the one-day break between the semesters will lead to exhausted faculty and students. She said faculty spent the summer preparing their fall classes, taught an intensive fall semester, will teach an intensive winter session and immediately teach another intensive spring session. President Robichaux-Davis replied she was in limited conversations about this, but the winter session is strictly for those faculty who want to participate. Faculty should not feel pressured to teach winter intersession courses. She said faculty can take the full five weeks to rest if they choose. President Robichaux-Davis said she is asking for faculty to be able to take the week after the fall semester ends to rest. If a faculty member chooses to teach the winter intersession, they would not be able to take this week. She said she understands that faculty may be experiencing burnout. Senator Gregory asked if there was any discussion of having a week between the end of the winter and the beginning of spring. She said some students may have to take winter session courses to catch up from last spring. President Robichaux-Davis said she was not positive why the 5 weeks could not be shifted but she believes it is because of Thanksgiving.

REPORT OF THE FACULTY SENATE VICE PRESIDENT

Academic Deans Council –

- September Meeting
- Scheduled for September 17th

Committee on Campus Access –

Has not met since I have been assigned to the committee.

Community Engagement Committee –

Email received on September 1 stated that we will have ‘No meetings in the Fall 2020 semester’. I do not anticipate having a report for this committee for the remainder of the Fall 2020 semester.

Master Plan Development and Advisory Committee –

There were no agenda items for a September meeting, so no meeting was held. Has not met since I have been assigned to the committee.

Textbook Committee –

Has not met since I have been assigned to the committee.

Undergraduate Research and Creative Discovery Committee –

Has not met since I have been assigned to the committee.

Vice President Barrett said he is part of a group of faculty spearheading an effort to highlight the accomplishments of faculty with regard to Covid-19 or as a result of Covid-19.

Senator Gregory asked when the Textbook Committee meets. She said she published a textbook last August and she was informed it had to be approved by the Textbook Committee before she could require it in her lecture course, which is why she created the textbook. She said she the Textbook Committee reviewed it and said it was approved for a year, but her department had to create a textbook committee to review it. She said her curriculum committee asked how they were supposed to review it. There is no information about the university requirements versus the departmental or college requirements. She said she believes the university committee should set the standard and colleges and departments can

adjust from there. Vice President Barrett said he was unfamiliar with the approval process but would be in contact to get the question addressed.

Senator Tagert said even though the Community Engagement Committee may not be meeting this semester, the Center for Community Engaged Learning is available. She said they are a great resource for community engaged teaching, learning, or service. They have scheduled a Webex roundtable discussion on October 7th at 12:00 p.m.

FACULTY DESIGNATES ON UNIVERSITY COMMITTEES

Senator Yu: Report from Instructional Technology Advisory Committee (ITAC)

Meeting Summary

- The Committee met on 8/6; 8/13; 8/20; 8/27, Thursday, consecutively, at 9:00 AM, chaired by Dr. Michael Seymour, Acting Director of Center for Teaching and Learning.
- Issues discussed:
 - The Committee is tasked with identifying 100 rooms for a classroom technology upgrade. Some rooms may have existing equipment that will be replaced.
 - In these meetings, mainly discussed the equipment that would be included. The Committee took time to review a prototype and advocate for other equipment.
 - There was some discussion of adding a document camera and the need for quality audio equipment in some rooms like seminar spaces.
 - It was agreed that one of the benefits of these upgrades is the consistency that will occur from room to room which will help faculty and with support.
 - The Deans and others have been made aware of this process, but it's very important that each representative work to involve the group they represent. The goal is to have this equipment in place in time for the spring.
 - Mr. Steve Parrott provided a definition of the Level 2 and Level 1 classrooms as there was some confusion about that. The Level 2 classrooms are separate from this and many of them are being upgraded already for the fall.

Level-1 Classroom

- Laser (bulbless) projector or flat panel on wall depending on size of the room

- Input panel on the wall consisting of an input (depending on age of room, can be HDMI, DVI and/or VGA port)
- Wireless connection ability for laptop or portable device
- Small amplifier and speakers for enhancing PC/laptop sound
- Lightweight integrated control system to remove need for remotes
- All components, sans projector and speakers, are installed in-wall and above ceiling with no lectern provided.

Level-2 Classroom

- Laser (bulbless) projector sized appropriately for room size and ambient light
- Projector screen - typically motorized unless very tight budget
- Custom designed and built double bay lectern to hold components
- High Definition A/V media switcher with integrated microphone mixer
- High Definition document camera with 14X optical and 2X digital zoom
- Dell Optiplex PC with Core i7 processor, 16GB RAM and 256GB SSD
- Ultra-High Definition (UHD) Blu-ray disk player
- Front panel HDMI and VGA input port for laptop with 3.5mm (headphone) jack for optional laptop sound input
- Lectern mounted monitor for local feedback of displayed content
- Wireless connection ability for laptop or portable device
- Touch panel graphical integrated control system to provide control for devices without using remotes
- In-house designed and built security system to protect components

All components included in both levels strive toward an overall robust design to enhance longevity for components in typically harsh environments. Included A/V components are rack mounted to be accessible in an otherwise closed and secured lectern and to protect from damage and modification of the system. This robust and protected design has also allowed a smaller support footprint than would normally be necessary. Two guiding principles in the design of the system are that no components are provided that can "walk away" and no components are provided that require the use of batteries (remote controls).

The components listed above constitute a pre-COVID design focused on enhancing face-to-face lecture delivery. A post-COVID design requires at a minimum to add a PC where one would otherwise not be included, and PTZ cameras to capture and store the lecturer via Webex. A level 2+ room is suited to adding these additional components with minimal extra supporting equipment. Since a Level 1 classroom has been designed with a minimalist approach, adding the ability to capture a lecture requires adding more equipment than can be easily contained in a wall. A lectern would need to be added to this system to allow for the storage of a PC and other A/V

equipment. In addition, several components will need to be added to support the acquisition of the A/V sources to be captured while still being available for presentation locally.

- After discussion, approx. 82 rooms were nominated and made the recommendations to the Provost.

BUSINESS TO BE SENT TO COMMITTEE

STANDING COMMITTEE REPORTS

Academic Affairs **No Report**

Ancillary Affairs **No Report**

Charter & Bylaws **No Report**

Faculty Affairs **No Report**

Student Affairs **No Report**

University Resources

1. AOP 11.01 Shackouls Honors College

Senator Marett, on behalf of the University Resources Committee, presented the committee report on AOP 11.01 Shackouls Honors College.

Secretary Follett said the current phrasing does not imply the faculty teaching the honors sections are designated faculty members. Secretary Follett made a motion to change the second sentence to “These honors courses and seminars are limited enrollment sections taught by designated faculty members in addition to the regular departmental sections of those courses.” Senator Marett said Secretary Follett contacted him this morning and he spoke to Dean Snyder. He said Secretary Follett’s proposed change provides more clear wording based on the fact that honors sections are not necessarily taught by the faculty who teach the regular section. Senator Memili seconded the motion.

Senator Gregory said the College of Architecture, Art, and Design does not have the resources or the space to have separate honors sections for design studios. Honors sections are integrated into existing courses. She said this statement is very limiting for colleges such as CAAD. Senator Marett said he discussed some of the differences between colleges with Dean Snyder this morning. He said he does not believe the wording is limiting the college. Secretary

Follett said it was his understanding that if an honors section is combined with the regular section, the honors section is listed separately from the regular section. Senator Gregory said the issue is the faculty must provide a higher level of engagement and it is more work for the faculty member. She said in the combined courses the faculty are only getting credit for one course and are really teaching two. There is funding through the Honors College for things like the Oxfords Tutorial, but additional honors sections do not include additional funding.

The vote to change the second sentence of the policy to read “These honors courses and seminars are limited enrollment sections taught by designated faculty members in addition to the regular departmental sections of those courses” passed by majority electronic vote.

Senator Sebba said if faculty want to get the resources, they have to open a class under the Honors College. She said the faculty member has a choice to accept the honors section or not.

Senator Pelaez asked if there was anything that could be added to the policy to recognize the extra effort of teaching honors sections. Senator Pelaez made a motion to return the policy to committee for further consideration. Senator Gregory seconded the motion. She said this is the same as the split-level graduate and undergraduate courses. Her concern is that with a mixed honors section, faculty are teaching a 4-4 but are only getting credit for a 3-3. Senator Sebba agreed that faculty should be recognized for the extra effort required to teach honors students. President Robichaux-Davis said the purpose of this AOP is to promote understanding of the Honors College. She said she does not believe the scope of this policy covers workload issues. Senator Pelaez agreed with President Robichaux-Davis. She said the committee could approach Dean Snyder to determine if anything can be done to handle the split regular and honors courses. Senator Gregory said the policy does not state that there has to be separate courses. She said the wording could be changed to say that the courses need to be separate for faculty credit.

Senator Williams asked that the committee review the Faculty Workload policy along with this policy to answer to the concerns. He said this goes beyond the honors conversation. Senator Williams said he teaches a split-level course with 35 students 15 of which are graduate students. He said it should really be its own graduate class since it has 15 students. President Robichaux-Davis said another request has been made to review Faculty Workload. She asked if it was acceptable with Senator Williams to follow the normal process of assigning the workload policy to committee at the next meeting. Senator Williams agreed.

Senator Zuckerman said she agrees with Senator Gregory and Senator Williams. She said she has faced similar issues.

The motion to send AOP 11.01 Shackouls Honors College back to committee passed by majority electronic vote at 4:10 p.m.

SPECIAL COMMITTEE REPORTS

PENDING BUSINESS

NEW BUSINESS

Secretary Follett made a motion to adjourn. Senator Tagert seconded the motion.

The motion to adjourn passed by unanimous electronic vote.

Submitted for correction and approval.

Randy Follett, Secretary

Jason Cory, Administrative Assistant II