

# Faculty Senate Minutes

3/15/2022, 3:45-4:45pm

## Senators Present:

- Ellie Camann - AST, BIO, CHE, ENV, GEY, PHY, SCI
- Johanna Deibrecht (for Heather Duncan) - MAT
- Julie Schneider (Fill in secretary)- CSC, CIS, CWB, CNG
- Sally Stablein (for Amy Buckingham) (Secretary)- COM, CRJ, POS, PSY, SOC, SWK
- Chelsea Campbell (President) - CAD, EGG, EGT, EMP, EMS, FST, LEA, OUT, PED, PRA, WQM
- Berndt Savig - ART, DAN, FIW, FVM, FVT, JOU, MGD, MUS, PHO, THE
- Derek Lan- ANT, ASL, GEO/GIS, HIS, JPN, SPA
- Carol Martin - ECE, ECO, EDU, HUM, PHI
- Janet Tarase (Vice President) - ACC, BUS, MAN, MAR, CAR, EIC, HVA, PLU, SBM, REE
- Kevin Kelley - CCR, ENG, LIT
- Erika Iverson (Arvada Campus) - DMS, HHP, HPR, HWE, MAP, MOT, NUA, NUR, PAP, RTE

Guests: Wendy Bird, Mike Coste, Pam Packer, Jon Johnson, Jennifer Kroetch, Barbra Sobhani, Brian Yates, Meredith Hibit

## I. Updates

- None were discussed

## II. Dean's Questions

- What are your thoughts about communication within the academic affairs department?
  - Chelsea Campbell - collective opinion that Deans have been on the same page more than ever.
    - Action Plan: Every meeting will collect questions to send to Deans to respond to.
  - Mike Coste - there is always room for improvement in communication
    - Generally need to ask one or the other question when communication fails
      - How it is being said
      - What is being said
    - New VP and new style. VP wants faculty to start with Deans and then the Dean will send it up to VP.
  - Wendy Bird - different style than we are used to. Deans are working hard to communicate among themselves and stay on the same page with faculty.
  - Barbra Sobhani - priority for Deans to communicate well between the Deans, and down to faculty and up to Dr. Clark. Can always have room for improvement
  - Brian Yates - Mike sends a video to keep communication going and maintain sense of connection. There is communication at the President's level, and at each faculty's Dean, but a gap from overall Academic Affairs and Dr Clark. What is the process for communication within and out of the academic affairs department?
- What is the process if a faculty member presents a problem, question, clarification, complaint?
  - Chelsea Campbell - very early on a suggestion was to create a communication coming out of Academic Affairs (weekly, monthly, or by semester) Dr. Clark declined at that time as he wanted to build the faculty and dean communication, but is it time to request it again?

- Wendy Bird- individual Deans have division or weekly communication. Deans also share with other Deans
- Barbra Sobhani - if no change, doesn't necessarily mean the concern wasn't moved forward
- Jennifer Kroetch - need to follow up with faculty and provide feedback. Would faculty like to see Academic Affairs update from Dr Clark? Yes
  - It was asked that deans to communicate with faculty even if the answer is not favorable
- Could we have a brief format for the final year-end report? Do you have a little more detail about what you want it to look like or what you are looking for?
  - Performance Evaluation and year-end self-report.
    - Year-End meeting with deans is between April 15 and June 15
    - Performance objectives: Teaching/Service or both -
      - 1 or 2 simple and straight forward. What did you accomplish, is it completed and next steps?
    - Summary of instruction - how did your classes go this year - what challenges and how did you address them.
    - SOI must be considered. Faculty summarize the feedback you got providing the context of the SOI feedback from students and describe how the feedback will impact your teaching
    - What changes did you make to your teaching?
    - Less about long narratives and more about what you did
    - Service: summarize including your specific contributions (what was your role and what did you accomplish)
    - Any other items can be included
    - Classroom observation will be attached to the evaluation at the end.
  - All Deans are in agreement with this new process for Faculty Performance Evaluation
- How was (or is) the strategic plan for academic affairs made? When will faculty get a copy?
  - Mike Coste - Academic Affairs has moved to the College Strategic Plan rather than Academic Affairs Strategic Plan. We are in very early stages of preparation.
- Are there any updates about the workload task force?
  - Chelsea Campbell - Requirements for on-campus teaching, remote, online? Concern over Fall schedule. No information has come from Academic Affairs to give direction, but our Fall schedules are set. Deans don't have any info about the workload task force and their schedule. (I would leave the "feelings" out of it). g. Overall faculty appreciate Deans working with individual faculty regarding Spring workload.
  - Many faculty were concerned over the workload requirement a month before start of semester when all faculty have planned out their schedules. This semester, faculty were concerned most with the timing and delivery of how the workload announcement came out right as we were going off-contract. Faculty have a policy for workload and in order for faculty to be required or suggested to be on campus for anything different than what is stated in the current policy, the policy needs to be changed following procedures that are in place
  - Mike Coste - task force being pulled together right now, but it isn't just about faculty, but all RRCC employees.
    - Mike brought up that half a faculty load should be on-campus
    - Response - That is not part of our current Faculty workload policy and needs to go through the policy change
    - Sense of belonging - being on campus creates this and it is an ethical responsibility

- Wendy Bird - no timeline for workload task force. All Deans (nope, my dean has not had this conversation with me) had conversation with faculty to have a blended workload for Fall semester. Timing didn't come across well for Spring workload change.
  - Brian Yates volunteered and was selected to be a part of the workload task force. Group should make recommendation based on research not just anecdotal recommendations. And what is best for students
- Pam Packer provided the following links What are your thoughts about the onboarding of new concurrent enrollment sites? Who makes the ultimate decision about whether or not a concurrent enrollment site/instructor can start?
  - Instructor app with step by step process written out- [https://www.rrcc.edu/high-school-relations/high\\_school\\_instructors](https://www.rrcc.edu/high-school-relations/high_school_instructors)
  - Current instructor info- [https://www.rrcc.edu/high-school-relations/current\\_high\\_school\\_instructors](https://www.rrcc.edu/high-school-relations/current_high_school_instructors)
  - How to add a class-linked on webpage above- <https://www.rrcc.edu/sites/default/files/u190/Request%20for%20current%20instructor%20to%20add%20new%20concurrent%20enrollment%20course.pdf>
  - Chairs/CE liaisons receive a form almost identical to the one above in Adobe Sign to approve new courses with new instructors and new courses to existing instructors
  - If there are still questions, let Faculty Senate president know and we can address them
- Questions that will be emailed to Deans to answer because they were not covered in the meeting:
  - Can adjunct maximum credit hours be extended? We need to know for fall
  - What are the criteria being reviewed to determine if study abroad trips are approved?
    - There is a study abroad handbook- ask your dean for a copy
  - Why was the timeline for posting open faculty positions so late this year?
  - What are your thoughts on the morale within academic affairs? Suggestions to continue or improve morale?
  - Anything that we should be aware of for the 2<sup>nd</sup> half of the semester- important dates, events, etc?
  - Jon: What are the major, new changes to D2L with the integration that we should be prepared for next semester? How can we help our faculty/adjuncts with the changes?
  - How are the conversations about non-credit options being discussed? How do you see faculty fitting into the non-credit side of RRCC?
  - Will faculty be able to review the guided pathways that are in Navigate?