

**SEC // Meeting Minutes // November 24, 2020  
2:30 PM – 4:30 PM // WebEx**

**ATTENDANCE:** Marlise Lonn, Gene Trantham, Kenneth Borland, Jacqueline Justice, Sri Kolla, Montana Miller, Alexander Chiarelott, Shubham Sundriyal, Michael Slates, Virginia Dubasik.

**Absent:** Christopher Frey

**Guests:** Ikpemesi Ogundare (incoming GSS VP), Hans Schmalzreid, Tom Gorman, Stephanie Thurmond, Melissa Burek, Daniel Bommarito,

**CALL TO ORDER** // 2:30 // Ken Borland, Chair pro tempore

Dr. Borland welcomed SEC members, shared that Chris Frey asked him to chair today's meeting in his absence. Dr. Borland provided an overview of the agenda, noting that there are several academic items to be considered.

**APPROVAL OF MINUTES //**

Minutes from the October 27 SEC meeting

**Motion to approve the October 27 SEC meeting minutes**, Gene Trantham; Second Marlise Lonn

Voice Vote: All signified in the affirmative. **Result: motion carried.**

Discussion: Attendance Correction: move Shubham Sudnriyal to absent and add Virginia Dubasik as present

**CHAIR REPORT/UPDATES** // Ken Borland for Chris Frey

1. WebEx decommissioning: Summer 2021

ITS reports WebEx usage is down compared to Zoom use and the university is planning to end the subscription to WebEx in 2021.

BGSU Board of Trustees is scheduled to meet December 11

Dr. Borland noted that we wish Chair Frey the best as we keep him in our thoughts and offer him our support during this difficult time.

**OLD BUSINESS //**

1. Amendments and Bylaws - Proposed Changes // Marlise Lonn for Chris Frey

Primary concern: The proposed language sets up an either/or scenario with regard to meeting and conducting business either virtually or in-person. Consensus of Senate leadership is that when we return to in-person meetings, an option for simultaneous virtual attendance and participation exists. Secretary Lonn conveyed that desire and the need for appropriate technology in a suitable meeting space.

We are asking that SEC provide suggestions, input, and editorial feedback to A&B. Please send edits to Secretary Lonn to be compiled. There are additional changes coming from A&B - mostly references/linkages to the proposed bylaw section addressing conducting business virtually.

A senator noted that more Firelands faculty are willing and able to be active and involved when virtual attendance is an available option.

No additional discussion. No action taken.

## **ACADEMIC BUSINESS //**

Dr. Borland noted that the SEC is the final step for the proposed minors and that the new degree programs will also be considered and voted on by the full Senate at the December 1 meeting. If approved, the programs will be forwarded to the Board of Trustees. He directed SEC members to the supporting documents and comments from CAA.

The agenda was reordered by consensus to account for presence/availability of guest presenters

1. New Degree: BS in Health Care Administration (BSHCA) and Eliminate: Health Care Administration specialization within the Bachelor of Applied Health Science // Dr. Hans Schmalzried, and Assistant Dean, Tom Gorman

Assistant Dean Gorman introduced Hans Schmalzried, a professor of public and allied health administration. Dr. Schmalzried thanked Tom Gorman and proceeded to describe the proposal.

The existing health care administration specialization needs to be updated due to the changes in healthcare over the past 13 years. The current specialization, as it is, cannot be nationally certified. This will also make HCA more visible; very few of our students begin as freshmen, most are transfers from other programs.

The new BSHCA's learning outcomes align with AUPHA national certification standards and address healthcare content and a curriculum that more effectively prepares students for the healthcare profession. This change requires the addition of 1 new course. The new degree program may also serve as a feeder for the Master of Health Services Administration degree.

Questions:

What impact will this have on students currently enrolled in the specialization?  
Current students will be able to complete the specialization and, after approval, all incoming students will be required to meet the new BSHCA requirements. Current students will be advised on the new requirements and adjustments in their time to completion based on how much of the program they have completed and the courses needed to meet the new requirements if they want to change programs and qualify for certification.

What is the total number of credit hours for the new BSHCA?  
122 credit hours.

The guests were thanked and congratulated for getting their proposal to this point. The results of today's vote will be conveyed by the Senate leadership.

**Motion to approve the BS in Health Care Administration (BSHCA) and Eliminate the Health Care Administration specialization within the Bachelor of Applied Health Science**, Gene Trantham; Second, Sri Kolla

9 for, 0 against, 1 abstain **Result: motion carried**

Discussion: None

2. New Program: Doctorate in Physical Therapy (11 supporting files: OnBase or [Zip File](#)) // Dr. Stephanie Thurmond

The Doctor of Physical Therapy is a 2-year hybrid accelerated program which includes a specific sequence of online instruction, on-site immersion labs, and clinical education. Students and faculty can live remotely and still attend/teach. We hope to have the program approved and submitted for accreditation to accept students beginning Fall 2022.

**Motion to approve the new Doctorate in Physical Therapy**, Marlise Lonn; Second, Shubham Sundriyal

9 for, 0 against, 1 abstain **Result: motion carried**

Discussion:

Please clarify if this is a terminal degree or not, and how that works.

The DPT is a terminal clinical degree known as a clinical doctorate which is currently the highest degree in the profession. It is not a terminal academic degree on par to a PhD.

How many other terminal professional degrees do we have at BGSU?

Uncertain, but we do have other non-PhD terminal degrees; this is not precedent setting for BGSU.

Dr. Borland thanked the presenter and expressed congratulations on getting to this point in the process, noting the amount of time and work new program proposal development requires.

Virginia Dubasik commented in favor of approving the DPT, having been present at presentations throughout the process, she noted the thoroughness and responsiveness of the program's development.

Gene Trantham called the question.

3. New Minor: Writing // Dr. Daniel Bommarito

Dr. Borland shared procedural information and invited Daniel Bommarito to speak about the proposed writing minor.

Writing minors are very common in a variety of institutions across the nation and allow for thinking about writing expansively. An existing set of courses have been aligned into a minor to build on the first-year composition experience to extend that into upper division writing and communication across disciplines and in a variety of modes. ENGL 4810 is the only new course, which is a special topics course. The 18-credit hour minor includes 9 required hours and 9 elective hours drawn from rhetoric and composition, technical writing, and writing studies and will provide students with hands-on/applied experiences through a culminating internship experience.

Question regarding the inclusion of children's literature as an elective? How does a literature survey course fit with a writing minor?

Literature for Young Children is included because the course has a workshop approach where students are guided toward production of a young children's text by the end of the semester.

The course description was posted in the chat: *Reading and evaluation of books for children from birth through age 8; picture books, novels, folklore, informational literature, poetry, and bibliographic sources*. It was pointed out that the course description does not match the workshop approach described.

They will look more closely at this course.

Is the minor open to any major?

Response: Yes, the minor will be open to all students across campus who want additional writing and communication experience.

Do you have the resources to handle increased enrollments?

Response: Yes they have the capacity; these courses are already offered.

Concern about students meeting a second internship requirement if there is already an internship required in their major.

Response: The internship is a core part of the minor. Because of the resources available at BGSU (e.g. the writing center, Learning Commons, Firelands writing lab) there are a lot of opportunities. There is flexibility in the structure of the coursework and the possibility for students to engage in the writing internship at a time that is convenient for them or the possibility of a substitution to avoid extending students' time to graduation.

Dr. Borland thanked him for making the time to share information about the Writing minor with SEC. Please understand that we are giving you recommendations/feedback today. Do you wish us to go ahead and vote on this today?

Yes, we are ready to move it forward.

#### **Motion to approve the writing minor, Gene Trantham; Second, Virginia Dubasik**

9 for, 0 against, 1 abstain **Result: motion carried**

Discussion: none. Virginia Dubasik called the question

4. New Minor: Word and Image

SEC members reviewed the proposal materials.

#### **Motion to approve the Minor in Word and Image, Virginia Dubasik; Second, Gene Trantham**

8 for, 1 against, 2 abstain **Result: motion carried**

Discussion: This minor is using the same (on-writing) children's literature course as an elective. There is a note from the proposers that they are revisiting inclusion of this course. For the record, SEC notes the proposers should be aware of the actual course description and content (reading and evaluation of books) that seems to be in

contradiction with the writing focus of this minor. It was noted that the course in question is one of several possible electives.

Marlise Lonn called the question

## **NEW BUSINESS //**

### 1. Senator Attendance // Marlise Lonn, Secretary

When a Senator misses three Faculty Senate meetings, their seat can be declared vacant by SEC.

Currently, the Senator representing faculty retirees has missed three meetings, I have sent two emails and a letter to his home in an effort to contact him regarding this (I have not yet made a phone call to the Senator). I am sharing this as a point of information. If anyone wants to make a motion to declare the seat vacant, we can do that. Per the Charter, the SEC consults with the member and can excuse the absences or declare the seat vacant. If a vacancy is declared, the Senator has 30 days to appeal.

Is there advice or motion to declare seat vacant?

Discussion: Is it worth the time and effort to attempt to fill the seat for a semester? If the seat is not filled, that group goes without representation. Suggestion, attempt to reach Senator by phone.

Decision: Secretary Lonn will try to call the Senator and report back at the next meeting.

### 2. Com/Com Report // Marlise Lonn

#### a. Clarify charge for Classroom Capacity Charge to Com/Com

Com/Com received SEC's request for an ad hoc committee to review and offer recommendations as an extension of the prior work of the Classroom Enrollment Capacity Determination committee. Com/Com has a concern and a request.

The primary concern revolves around the context of the pandemic; specifically, the newly instituted different course delivery formats, and the "temporarily" larger class sizes and course loads, knowing that "classroom capacity" is not as much a factor in online courses, and that course enrollment caps listed on "blue" and "green" sheets are not currently being followed. Is it appropriate to re-survey and analyze data and make recommendations based on a situation that is considered temporary? Would SEC consider postponing the committee work for a couple more semesters until things are more "normal" to see if loads go back to previous levels (or not) and re-survey, analysis, and make recommendations based on that data?

The request includes additional clarification/specificity in the ad hoc committee charge, including: analysis of previously collected data from registration and records, need to re-survey or not and the timing of the survey, and committee composition.

Discussion: How do we know that increased class sizes due to the pandemic are actually temporary? Even if things go back to "normal", the concerns that generated interest in this predate COVID. Because of the course delivery changes, course size is particularly urgent with regard to pedagogy. Standardization across campuses is not appropriate due to differences in technology, physical classroom size, and teaching support/TA's; flexibility in course size is important. Faculty Senate should tackle this and seek support of the Faculty Association. The

original SEC resolution included policy recommendation as part of the deliverable; any such recommendations should be data driven. There were recently inquiries by Firelands faculty about what was being done with the findings from the previous Classroom Enrollment Capacity Determination committee.

**Move to have Com/Com convene an ad hoc committee to examine the findings of the Classroom Capacity Determination Committee that includes representation from each of the seven (7) Colleges to 1) resurvey faculty and 2) analyze the previously collected registration and records course cap and enrollment data, to begin in January 2021 and prepare a report to share results at the April 2021 Senate Executive Committee and Faculty Senate meetings.**, Marlise Lonn; Second, Shubham Sundriyal

8 for, 0 against, 2 abstain **Result: motion carried**

Discussion: Any policy recommendation (part of the original charge) should be developed after additional data collection and analysis.

Ken Borland called the question

Marlise Lonn will communicate this resolution to Chair Frey and to Com/Com

SEC would like to hear from the Provost whether the commitments faculty were asked to make with regard to increased class sizes, teaching loads, etc. are truly temporary and at what point they will be reopened for discussion. This is relevant to Faculty Senate from an academic perspective.

b. Adjunct Committee Update // Marlise

Com/Com reached out to all eligible adjunct faculty. If there are enough for a quorum interested in an appointment, they will be appointed now by Com/Com. Nominations for regular-term committee members will be sought for inclusion in the committee elections in spring 2021.

3. Faculty Senate Awards Announcement // Marlise Lonn

The BGSU Faculty Senate is seeking nominations to give special recognition to faculty members who have contributed significantly to Bowling Green State University in the areas of:

- Leadership as a Chair/School Director
- Community Involvement
- Unit Recognition
- Lifetime Achievement
- Faculty Mentor
- Distinguished Service

All nominations are due electronically by **Monday, February 8, 2021**. The criteria and nomination forms are posted on this Faculty Senate website link: <https://www.bgsu.edu/faculty-senate/faculty-awards.html>.

4. FS consultation about ending contract for WebEx after Spring 2021

Any concerns, discussion, statement about this that SEC wants to make to John Ellinger?

No additional information or discussion. No action taken.

5. Request assistance with Vice-Chair Duties // Marlise Lonn

a. SEC Member to help with Senate Awards

This is short term commitment, all nominations are due electronically by **Monday, February 8, 2021**, review will happen a few days after that, during a brief 1-week window in February.

Montana Miller volunteered to be on the Senate Awards committee.

b. SEC Members (2) to be the SEC liaison to Com/Com.

Part of the vacant Vice-chair role is to help oversee standing committee functioning by reviewing agendas and minutes, following-up with committee chairs if these are not posted, convening committees that have not met, and communicating status and relevant committee information/reports to SEC.

For spring semester 2021, Michael Slates will take on the commination portion, checking in with committees to determine if they have any information they wish to provide to SEC, and to let them know the SEC meeting dates if they want to be on the agenda (not oversight of committees and their work).

Question:

Is it possible to get that information another way, like being cc'd on meeting emails?

We have tried that. Committee chairs are to provide a copy of their agendas and minutes to the senate office Sr. Secretary, Kathy Newman as well as their year-end report - this does not happen consistently. Com/Com recently set up a Canvas shell for committee chairs or secretaries to upload their meeting records.

**ISSUES AND CONCERNS //**

Have we given up on electing a vice-chair this year?

No discussion, no action taken.

Members expressed thanks to Dr. Borland for chairing today's meeting.

**SET AND APPROVE FACULTY SENATE AGENDA //**

Consensus: to include the four academic matters from today's agenda on the December 1 Faculty Senate agenda and as a point of information, to make Senators and chairs aware of who has stepped up to facilitate communication between standing committees and SEC.

**ADJOURNMENT //**

Meeting adjourned at 4:33 pm