

Special On-Call SEC Meeting Minutes

June 30, 2020 // 2:30 - 4:30 // Via Webex

Members in Attendance: Matthew Lavery, Christopher Frey, Marlise Lonn, Virginia Dubasik, Michael Slates, Jacqueline Justice, Sri Kolla, Montana Miller, Blessy McWan, Alexander Chiarelott, Megan Rancier sub for Gene Trantham

Absent: Virginia Dubasik, Kenneth Borland

Guests: Joel Arakaki, John Ellinger from ITS; John Lommel from CFE/Institutional Effectiveness; Jenn Stucker, Immediate past FS chair.

1. Call to Order 2:30 (Matt Lavery, Chair)

2. Approval of 5.12.2020 SEC/SVPAA Minutes

- a. Corrections to name spelling for Christopher & Ashley
- b. Chris Frey - Moved to approve the minutes as corrected. Jacqueline Justice - Second. Vote taken, motion carried, minutes approved.

3. Chair Report / Remarks / Updates (Matt Lavery, Chair)

- a. Matt Lavery been participating as a Faculty Senate representative in a university working group focused on the safe operations of campus facilities during the COVID19 pandemic. Primary takeaway, this work has revealed that planning for a risk-reduced return to campus is complex with many interdependent decisions. Recognizes through email exchanges on the BGSU faculty listserv that a lack of communication and information appears to be at the root of many faculty concerns. Reported that in his interactions with President Rogers, it does appear that faculty concerns are being taken seriously. However, the given the nature and number of competing concerns, faculty priorities may not always be the most critical or important component of the decision making process. Faculty Senate leadership has a meeting scheduled with the President and Provost on July 2.
- b. General Discussion: Some SEC member expressed serious concern about not feeling heard by administration and that financial considerations appear to be prioritized over health and safety. Some SEC members expressed high anxiety around returning to campus due to the COVID19 pandemic. SEC generally agreed that faculty had the right to manage their classrooms to maximize safety (ex. ask an unmasked student to leave) while acknowledging uncertainty about the responsibility to enforce compliance with recommended safety measures.

- c. It was noted that some College Deans are providing more frequent and detailed communication and transparency about implementation than others. SEC generally agreed that faculty would benefit from more unified and consistent messages from Deans as well as increased frequency of communication.

4. Academic Business (None)

5. Old Business

- a. BGSU Qualtrics Contract - Matt Lavery reported confirmation from the CIO that BGSU's contract with Qualtrics has been extended for one (1) year and a committee will be exploring options for possible alternatives to Qualtrics to best meet the University's needs.

6. New Business - Plans to return to campus this fall. Several guests were present to provide information and respond to questions

- a. **Guests: John Ellinger (CIO) and Joel Arakaki (Director, Client Services), ITS** reported on classroom technology and equipment that has been ordered, is being added, or modified to accommodate the increase in remote, hybrid, and online teaching. As equipment is received it will be installed and tested. These changes will be communicated to faculty once courses/rooms have been reassigned - possibly as soon as next week.
 - i. BGSU Bowling Green Campus: Regular university classrooms on the grid for scheduling have been mapped for COVID-19 adjusted capacities that reflect physically distanced seating. The same process is being followed for mapping departmental classroom, laboratories and computer labs. Additional spaces are being evaluated for possible conversion for classroom use if needed.
 - ii. Technology: An enterprise license for Zoom Business is being added. The security features have been enhanced and are updated regularly and meet BGSU's security standards. Canvas Studio is video capture software that does closed captioning and embeds within Canvas courses. IT is preparing technology and support for piloting BGSUSync that allows students to interact simultaneously in real time from remote and campus locations.
 - iii. Students will continue to have VPN access to the BGSU computer labs in order to access specific software.
 - iv. BGSU Firelands Campus is also being mapped and will have the same technology available.
- b. **Guest: John Lommel (Director), Institutional Effectiveness** reported additional professional development is being planned (July 27 & 28) through the CFE to support faculty in learning the technology as well as adjusting pedagogy and teaching to be more effective in the hybrid and remote formats. This virtual one-stop-shop learning opportunity is still under development but will be offered in a format that allows participants to tailor their attendance to focus what they need. Sessions will be recorded for those who are unable

- to attend. Faculty will be teaching faculty. The CFE is currently understaffed due to two recent departures.
- i. To accommodate large classes, Instructure/Canvas is redesigning a template for how to structure online modules to be user friendly and to provide an easy, uniformed student user experience. This template complies with and goes beyond the Quality Matters standards BGSU has been using.
 - ii. Questions posed to John Lommel and Jenn Stucker:
 - iii. Will students be oriented to Canvas? Response: yes, there is a work group attending to orientation for new users, to address accessibility, etc.
 - iv. What do you know about hardware (e.g. headphones) will be available for students or faculty? Response: that is a question for ITS. Currently, if faculty want a microphone or headphones they must purchase their own - it is being investigated to determine if faculty can to use PD funds for those purchases.
 - v. What about the Firelands campus? Response: John will contact them and see what they need.
- c. **Immediate Past Chair: Jenn Stucker "Reinventing Normal" Planning Group** reported the working group is focused on pedagogy with subcommittees examining needs of first-year students, continuing students, graduate students, and international students. They are developing a document with five (5) strategies. The subgroups are still working and reports will not be finalized for a while.
- i. Concerns that are being attended to include final revision of course offerings and how to communicate about the streamlined schedule/class offerings for fall and attending to the needs of international students. The segmenting of courses in to delivery groups (online, remote and hybrid) are being done at the school/department/division level.
 - ii. A living document has been created on course delivery model options and what lecture, group activities, etc. mean across each of these delivery models to assist faculty in planning as they reconceptualize fall courses. The overall approach has been to make suggestions, rather than set mandates.
- d. **Chair: Matt Lavery "Safe Campus" Planning Group** Reported a commitment document will be forthcoming that is a social compact regarding the commitment to certain behaviors related to health protocols that members of the university community need to make to reduce risk of COVID-19 transmission. Matt is on the Health Protocols Group chaired by Sue Houston and Ben Batey that is addressing use of face coverings, exposure and self-isolating, setting up and conducting contact tracing, testing plans, etc. The issues that have been defined and settled (physical distancing, wearing face coverings, acquisition of cleaning supplies and sanitizer) and indications pf protocols that are currently under development are available on the Return to Campus -Forward Falcons - In This Together webpage which is continuously being updated.
<https://www.bgsu.edu/coronavirus/return-to-campus.html> SEC members expressed

concern given the observation that many people are not wearing masks around town or on campus.

- i. Questions: Will students be required to demonstrate they tested negative for COVID-19 before returning to campus? Will there be testing available on campus? If students who are not able to get a test prior to returning are able to attend solely remotely? Response: The details have not been made available yet. There has been discussion about all of this including possible plans for testing all students who have symptoms and doing some random testing for surveillance of the campus population.
 - ii. Question: Can you dispel or confirm the rumor that student athletes have returned to campus and whether they have tested positive for COVID-19? Response: No, but it is worth looking into.
 - iii. Matt is also on the University Classroom committee which engaged in some of the work that John Ellinger discussed around adjusted classroom capacity for proper physical distancing.
- e. Role of Faculty Senate in supporting academic excellence during fall 2020 - What implications for fall 2020 are in the faculty senate realm of shared governance? What are your thoughts on how we can work to support academic excellence during the upcoming semester?
- i. Discussion: some SEC members believe the University is putting effort in the wrong direction by focusing on the return to campus and face-to-face/hybrid courses because of the real possibility we may end up exclusively online again. Strong desire to know where the decision line is for the University to close again.
 - ii. It appears the University is so far into planning and preparation for the return to campus, maybe the question is how can we advocate, inquire, prepare and secure support for preserving the academic essence of what we do. TAs have concerns about preparing for teaching hybrid courses while also attending to their own studies. How do we include them in PD and training and what is appropriate timing with regard to when their contracts start? It was reported that undergraduate students and GSE have mixed feelings about returning to campus - they want to come but are reluctant and concerned for their health and the safety of their families. Students do want to come back and they want to be safe. How do we balance what students want with not taking unnecessary risks when we have the capability to operate online? When and how were students surveyed about coming back to campus and who has access to the results?
 - iii. Discussion about the possibility of a resolution pertaining to faculty authority to make decisions about shifting to teaching online (similar to making decisions about not holding face to face class if the roads are dangerous). What does the faculty community want? How can we support flexibility and autonomy with regard to decisions about teaching in-person or on line for all instructors

including TAs? A reminder that the Faculty Association should take the lead on representing the faculty with regard to work conditions.

7. Special On-Call Faculty Senate Meeting for July 7, 2020 (vote taken)

- a. Question on the table: Do we need to call the special on-call meeting of the Faculty Senate scheduled for next week?
- b. Montana Miller moved to call the special on-call meeting of the Faculty Senate. Jacqueline Justice second.
 - i. Discussion:
 1. Can we invite members of the faculty to suggest agenda items?
Response: Per the charter, the SEC sets the agenda.
 2. Discussion in support of holding the meeting centered around reassuring faculty know that we are listening and we care and deciding not to call the meeting might end the message that we are complacent about the return to campus plans and COVID-19 safety. There are some items like course caps that we need to consider that are FS purview. It would be helpful for SEC to pull together some of the concerns and question that remain unanswered. A clear sense of anxiety among some faculty and students, general sense of urgency, and the need to do something. It give an opportunity for remarks from the President and the Provost. Possibly use the poll function to gather and coalesce information rather than spend time generating more questions.
 3. Discussion in opposition of holding the meeting centered around whether or not there is a true need given the other existing opportunities for information and communication through scheduled town halls with the President and the Provost, we anticipate we will need to call the August FS meeting and want to honor faculty's time as we are off contract during the summer. We currently have no action items. Can we put together meaningful, quality action items in time so that the meeting is warranted and substantive? Before holding the meeting SEC should converse with FA to clarify which items we want to act on are in our lane (e.g. course caps). We want to be sure that we manage this opportunity well. Is it possible to have a less formal meeting?
- c. Montana Miller accepted a friendly amendment to the motion to state: Move that the special on-call Faculty Senate meeting scheduled for July 7, 2020 be held as a forum for senators to voice the concerns of their constituents to help shape Faculty Senate action.
- d. Matt Lavery called the question
 - i. Roll Call vote 7 in favor, 1 opposed, 1 abstention. Motion carried.

8. Next Meeting: July 7, 2020 at 1:00pm SEC meeting to finalize agenda for Faculty Senate special on-call open forum meeting at 2:30

9. Adjournment (Meeting ended at 5:09pm)