



**SEC MEETING MINUTES // MARCH 31, 2020
2:30 PM – 4:30 PM // WEBEX**

<https://bgsu-edu.meets.cirqlive.com/pages/calendar.exe?user=3407&context=1224&lang=en>

CALL TO ORDER // Jenn Stucker, Chair

ATTENDEES: Robyn Miller, Jenn Stucker, Alexander Chiarelott, Shely Hendricks, Fei Weisstein, Jacqueline Justice, Ken Borland, Matt Laver, Salim Elwanzani, Peter Blass, Virginia Dubasik.

APPROVAL OF 3/10/20 MINUTES // Matt Lavery move to accept minutes with changes. Second Salim Elwanzani. Minutes approved with changes as presented. Motion passes unanimously.

CHAIR REPORT/UPDATES // 2:35 – 2:45

1 // APRIL 7th MEETING – April 7th Using qualtrics could be used for voting qualtrics will be sent to each Senator. We could use the chat box to discuss topics. We would have to make sure someone monitors the chat box. It looks like members support Matt and Robyn monitoring chat box. Chat feature only used for Senators. Motion that small subset of us meet to make this work- Matt Lavery, Second Ashley Henricks. (Fei, Robyn, Ashley, and Matt). Motion passes unanimously.

Meeting style + parliamentary procedures-Guidelines for how to call these special meetings. Might have a conversation after the academic votes. Guidelines in the Charter for convening meetings in the summer. Matt Lavery, created a resolution

A Resolution of the Senate Executive Committee, Bowling Green State University Faculty Senate

Title: Procedures to Call a Special Meeting of the SEC during COVID-19 Remote Working Conditions

Presented on: March, 31, 2020

By: Matthew R. Lavery

WHEREAS The recent changes to the conditions and procedures for teaching, learning, and working for BGSU remotely that have been prompted by the COVID-19 pandemic are both unprecedented and extraordinary, (1)

AND WHEREAS it has already been necessary, and is likely to be necessary again, that the Senate Executive Committee (SEC) meet outside of its normally scheduled meetings to address time-sensitive matters that may require urgent attention, (2)

AND WHEREAS the University Charter does not include procedures for convening or conducting such special meetings under its guidelines, (3)

AND WHEREAS Part (A), Article (4), Section (d)(iii), entitled “Senate Business during the Summer and Winter Session,” states that “During the summer and winter session, the Officers of the Senate may call the SEC into special session, and the SEC shall be empowered to call special meetings of (4)

the Senate during the summer when no provision is made for scheduled meetings. Such meetings shall be called only to deal with unusual and unanticipated problems and situations. For the official transaction of business, a quorum must be present. When Senate Committees or University Standing Committees are presented with urgent business during their summer and winter session recess, SEC will act on behalf of the committee in consultation with the committee's Chair and/or available members of the committee,"

AND WHEREAS, although the current circumstances are not the same as summer and winter sessions, this paragraph of the Charter does provide a model under which to devise procedures for our current situation, (5)

BE IT THEREFORE RESOLVED that during the current remote working conditions adopted during the COVID-19 pandemic, the Officers of the Senate may call the SEC into special session, and the SEC shall be empowered to call special meetings of the Senate to deal with unusual and unanticipated problems and situations. For the official transaction of business, a quorum must be present. (6)

AND BE IT FURTHER RESOLVED that, when calling such meetings, the Officers of the Senate shall provide SEC members no less than 12 hours and up to 24 hours to respond to a Doodle poll, or similar means of determining possible meeting times, that said meeting time will be selected from the proposed meeting times for which the most SEC members can attend (provided those members that can attend constitute at least a quorum), and that the selected meeting time will be announced by email no less than six hours prior to convening said meeting, (7)

AND BE IT FURTHER RESOLVED that the University supplied WebEx video-meeting platform shall be authorized for convening of, attendance at, and voting during SEC meetings. (8)

But hopefully we would be given more than 12 hours notice for a non-emergency meeting.

Would it be valuable to alter the document allowing for special SEC meetings for any unforeseen circumstances not exclusively for Covid-19. We could broaden it perhaps to protect for the future without the need for more documents. Not that I expect a plethora of strange circumstances. Maybe change to applying to all emergency meetings past COVID-19. What do we define as an emergency? Maybe have officers make the decision on what is an emergency.

OLD BUSINESS // 2:45pm – 3:15pm

1 // CURRICULUM ITEMS FROM CAA

- New Child Life Minor- Psychology was consulted, this was a CAA concern. Motion to approve Matt Lavery, Second Megan Rancier. Does not go to Senate floor.
- Health Promotion Minor (changes)- Matt Lavery motion to approve changes, Megan Rancier, Second. Motion passes unanimously. Does not go to Senate for vote.
- Bachelor of Liberal Studies (major changes)- Motion to approve Matt Lavery, Second Virginia Dubasik, Motion passes unanimously.
- Pre-Pharmacy- Firelands were not getting enough students for the upper level Science courses. Since these courses are run at the main campus that relieves

Firelands of running classes they cannot fill. Matt Lavery, Motion to approve.
Megan Rancier, Second. Motion carries unanimously.

- **Classroom Capacity Committee-** They are at their 20 day extension. They have completed a survey with 30% response rate. We may ask for the report by the end of the semester. The committee was not writing a resolution. Would like for them to put together a report. Feedback for what we would like to see. Matt Lavery- I move that, under these extraordinary circumstances to accept the committee's report by the end of the academic year, Second Ashley Hendricks. Ken Borland call question- Motion passes unanimously

NEW BUSINESS // 3:15pm – 4:25pm

1 // RESEARCH / PROMOTION / TENURE DURING COVID-19 DISCUSSION-

Addressed teacher evaluations, but research has not been addressed. Qualitative research has been destroyed by this. The Provost would know what has happened to research. No motion needed Chair will discuss with Provost.

2 // ACADEMIC EXCELLENCE STATEMENT DISCUSSION- Thoughts on the statement. More beneficial to make a statement of principle. What things do we hold dear, what do we stand for and what do we compromise on. We need to take a stand against large changes, defining principles first can prevent these changes from being more reactionary than necessary. There will be more changes now the COVID-19 has hit. Jenn suggested transition to Google docs so everyone can provide feedback by April 13th so we can have a discussion on April 14th.

ISSUES AND CONCERNS // 4:25 – 4:30

ADJOURNMENT