

**FACULTY SENATE MEETING**

**Zoom Meeting**

Minutes – November 11, 2020

Anderson-Lain, Karen	COMM CLASS	P	Hensel, Paul	PSCI CLASS	P	Perez, Jose	PHYS COS	P	Yeatts, Dale	SOC CLASS	A
Aviles-Diz, Jorge	SPAN CLASS	P	Hughes, Lee	BIOL COS	P	Philbrick, Jodi	IS COI	P	Zhang, Tao	KHPR COE	P
Baker, Rose	LTEC COI	P	Hutchison, Paul	ACCT COB	P	Ruggero, Camilo	PSYC CLASS	P			
Bednarz, Jim	BIOL COS	P	Lam, Chris	TECM CLASS	P	Sexton, Michael	MGMT COB	P			
Belshaw, Scott	CJUS CHPS	P	Lane, Jennifer	MUVS MUSIC	P	Shahrokhi, Farhad	CSE CENG	P			
Biglaiser, Glen	PSCI CLASS	P	Long, Chris	TEA COE	P	Stockdale, Nancy	HIST CLASS	P			
Boesch, Miriam	EPSY COE	P	Mann, Paho	ASTU CVAD	P	Stromberg, Linda	TEA COE	P			
Britain, Jeff	HTM CMHT	P	Martin, James	MRTS CLASS	P	Tooch, Mario	DANC CLASS	P			
Broberg, Kirsten	MUCS MUSIC	P	McAfee, Jason	CHEM COS	P	Trudeau, Justin	COMM	P	TEMPORARY SENATORS		
Campbell, Doug	LIBR	P	Moreland, Kimberly	ENGL CLASS	P	Walker, Jacqueline	ENGL CLASS	P			
Cherry, William	MATH COS	P	Morton, Sophie	WLLC CLASS	P	Wang, Xuexia	CSE CENG	P	Lawrence Williams (sub for Filosofova)	WLLC CLASS	P
Filosofova, Tatiana	WLLC CLASS	L	Mukherjee, Dhruvodi	SOWK CHPS	P	Warren, Scott	LTEC COI	P	Meranda Roy	LIBR Libraries	P
Fu, Song	CSE CENG	P	Ojha, Divesh	MKTG COB	A	Watson, Cindy	TNTX COS	P	Marjorie Hayes	THEA CLASS	P
Gerling, Daphne	MUIS MUSIC	P	Olness, Gloria	ASPL CHPS	P	Wickstrom, Carol	TEA COE	A			
Hagan, Briton	KHPR COE	P	O'Toole, Erin	LIBR	P						
Hargis, Carol	LIBR	P	Peak, Dan	ITDS COB	P						
									NON-VOTING SENATORS		
									Cameron Combs	SGA	P
									Bailey Sterling	GSC	P

Guests: Neal Smatresk (President), Jennifer Cowley (VPAA), Bertina Combes (OFS), Brenda Kihl (AA), Mike McPherson (AA), Elizabeth Oldmixon and Adam Chamberlin (FPOC), Adam Fein, Rudi Thompson, Mike Simmons, and Keitha Pearce (Student Data Privacy); John Martin, Raina Joines, Denise Catalano, Greg Hardin, Eugenia Martin

I.	Welcome and Introductions	<p>Call to order by Sen. Lane.</p> <ul style="list-style-type: none"> <li>• A special “thank you” to all Veterans of the Faculty Senate.</li> <li>• Review meeting protocols.</li> <li>• Welcome and acknowledgement of visitors.</li> </ul>
II.	Approval of Minutes (October 14, 2020)	<p>Motion to approve Faculty Senate minutes from October 14, 2020</p> <ul style="list-style-type: none"> <li>○ Motion to approve minutes as provided by: Sen. Hutchison</li> <li>○ 2nd Motion by: Sen. Peak</li> <li>○ Discussion</li> <li>○ Vote: Majority Vote to approve</li> </ul> <p><b>Minutes Approved</b></p>
III.	Faculty Discussion (President Neal Smatresk (NS) and Provost Jennifer Cowley (JC))	<p><b>President Smatresk</b></p> <p>Gallup Poll participation increased. Score increased. Encouraging results during these tough times. A special “thank you” to faculty.</p> <ul style="list-style-type: none"> <li>• COVID/ Related Budget Considerations</li> </ul> <p><b>President Smatresk</b></p> <ul style="list-style-type: none"> <li>• Increased COVID cases—170 cases this week as of meeting—majority “off campus.” Denton County cases have increased. <ul style="list-style-type: none"> <li>▪ Surge in athletics, small surge in residence halls.</li> <li>▪ Continue to follow protocol.</li> <li>▪ Although there are COVID cases among President’s Cabinet, faculty, students, and staff—there is no evidence of community spread in classroom. Evidence shows that protocols in classroom are working.</li> <li>▪ Reporting is going well—our community members are reporting.</li> <li>▪ University will continue to be vigilant with more testing.</li> <li>▪ University has initiated incentives in form of scholarships, iPods, iPads, etc. for testing students—to assure that students are not avoiding testing. This is working well with university contact tracing.</li> <li>▪ In surveillance testing—400 tests completed during the week of 11/01-07/2020.</li> <li>▪ We are working and planning with Denton County to be a distribution site, storing vaccine in our existing freezers with purchase of four more (100 cubic feet capacity for vaccine). Should be able to vaccinate our first responders, health care employees, police, and high risk, etc.—this is plan.</li> </ul> </li> </ul> <p>Provost Cowley [Additional Information]—University has expanded contact tracing team by and additional four staff and are keeping up with quarantine cases because of our contact tracing. Because of our contact tracing although we are seeing higher cases in case count, many of those were already in quarantine as a result of contact tracing, so even though we are seeing more numbers, those are not necessarily affecting our community, directly.</p> <p>Questions from floor:  COVID cases and Athletics.  NS: Thirty active cases but very few in football. Plan is to play UAB this weekend. Football receives testing three times per week at the</p>

expense of athletics.

Can faculty change in-person course offerings for Spring 2021?

JC: We cannot change at this point. Schedule is set and students are registering at this time. We have had no classroom community spread. Going remote at beginning or any time during semester will be made by President according overall community impact and health concerns. However, all measures we have put in place are working for the classrooms.

NS: Our classrooms are safe. There is no evidence of spread in the classrooms.

Students remaining on campus after Thanksgiving Campus Close.

NS: Estimate that 800-1,000 students on campus after Thanksgiving Close.

NS: Housing applications are up for Spring 2021.

Winter Term Enrollment.

JC: Extended number of courses in remote and in-person and numbers are up 132%.

- Budget Update

- **President Smatresk**

- At this time, do not anticipate any further cuts to budget.

- Anticipate strong enrollment.

- Anticipate costs related to COVID.

- To Date Budget Losses:

- \$24 million loss in revenues.

- \$17 million cuts from state.

- \$3 million extra direct COVID costs.

- Still have some CARES funds to spend.

- Received questions on MSI (Minority Serving Institution) funds—\$2.1 million is slated for grants and aids to students and costs of COVID, and those funds must follow all federal regulations and guidelines.

Questions from floor:

Hiring freeze to continue.

NS: We attempted “hard freeze” but because of our needs, we moved to “soft freeze.” University will continue a “soft freeze” with all our plans subject to change based on need and decrease or increase in revenues.

JC: We have released roughly 65% of “frozen” positions across campus, varying by college. We hope that we will be able to release “visiting” positions and non-tenure positions in Spring 2021 once we know more about the state budgeting; however, budget constraints will guide these decisions.

NS: Legislative Session:

- Hope to come out with \$4 million in budget.

- Hope to gain funding from Formula Funding—will have to see—growth in enrollment favors us.

- Not raising tuition this year—no raise in tuition for past two years and will have a third year of not raising tuition will help make a favorable argument to state. Working with legislative members, presently.

Drop rates:

NS: From Fall 2019 to Fall 2020 our retention numbers are up 5%.  
JC: Withdrawal for this semester—overall drop in referrals to Dean of Students but severity of those cases is higher.  
Mike McPherson: Acuity of referrals is higher, but number is lower.  
NS: Student retention is a top priority to our institution.

Spending on students as relates to retention:  
NS: Enthusiasm for college education is low and alarming.  
Good news is that goal was to limit education debt to \$26,000 for education, but we have taken down to \$24,000.

Pass/Fail for Fall 2020:  
JC: Back to normal so no Pass/Fail. However, we ask that faculty be as flexible as possible.

- Accessibility of course materials and related legal update

**Provost Cowley**

- Over course of last year, university has had several OEO (Office of Equal Opportunity) complaints with findings of discrimination as well as investigation by the Department of Justice’s Office of Civil Rights, which has also found that university has discriminated against students with disabilities—as relates to electronic course materials.

- Issue:

- Not all electronic materials are accessible.
- Instructor realizes after course has begun and attempts to find substitution/solution in real-time while student(s) is in class.
- Section 504 of the Rehabilitation Act: no substitute; all aspects of course must be accessible from the beginning of course.

- In coordination with Office of Civil Rights, committing to changes:

- Provide Training to Faculty in Spring 2021 on how to select accessible materials.
  - Provide checklist to faculty.
  - Know what to look for to make sure materials are accessible.
- Fall 2021—roll out process for selection that will allow CLEAR’s accessibility review before selection of materials.
- Working directly with departments to identify products that have accessibility issues and finding products that are accessible.

NS: Approved Accessibility position for Adam Fein’s shop to assist the university with accessibility.

- Saturday exams –access and resource challenges

**Provost Cowley**

- Mike McPherson is presently working on this.
- Bring forth to Faculty Senate at a later date.

- Virtual catalog

**Provost Cowley—Allow Mike McPherson to speak on this issue.**

**Mike McPherson:**

		<p>Some senators expressed issues about time that pre-requisites take for approval and changes to go into effect.</p> <ul style="list-style-type: none"> <li>○ Pre-Requisite changes must go through committee (Undergraduate and Graduate Committees Curriculum Committees)—once changes go through committee, they move rather quickly. If faculty know of issues, please alert McPherson’s office.</li> <li>○ Some changes show in some areas but not in all websites—this could be confusing—if faculty know of such incidents, please alert McPherson’s office.</li> </ul> <p>Questions:  Are there plans to link text books and required books lists to virtual catalog—open educational resources?  McPherson: Will check with Mike Simmons and Registrar.</p>
IV.	Outside activities (Elizabeth Oldman (EO))	<p><b>Outside Activities</b>  Oldmixon:  Policy 05.008: HR Policy</p> <ul style="list-style-type: none"> <li>○ “Outside Activity” broad term—all activity.</li> <li>○ Pre-approved that lasts for one year.</li> <li>○ Policy Training for Chairs but is available to all who wish to take—see Bridge.</li> <li>○ New Version of policy identifies a “new kind” of outside activity: a part of discipline activity that is “outside” but a part of “workload” as a professor.</li> <li>○ Some pre-approved.</li> <li>○ Electronic Workflow—to submit form for “approval.”</li> <li>○ Resources—see <a href="https://policy.unt.edu/policy/05-008">https://policy.unt.edu/policy/05-008</a></li> <li>○ Contact:  Katy McDaniel (940)565.3408—  <a href="mailto:katy.McDaniel@untsystem.edu">katy.McDaniel@untsystem.edu</a>  Elizabeth Oldmixon (940)668-7104</li> </ul> <p>Questions:  Pre-approved activity—form?  EO: If it is pre-approved activity from list, no need to complete form.</p> <p>Performance?  EO: If performance is part of “workload,” then no, but if not a part of your workload; then, “outside.”</p> <p>Non-tenure track faculty on 9 month; activity for summer?  EO: Complete form. Overall goal of policy is to guard against conflict of interest and conflict of commitment that would compromise faculty responsibility.</p> <p><i>Honoraria:</i>  EO: UNT employees under state statue are not permitted to accept <i>honoraria</i>.</p> <p>Difference with previous policy?  EO: Professional activity. Clarification of guidelines.</p> <p>Effective on <i>honoraria</i>?  EO: Effective immediately.</p>

V.	Faculty Policy Oversight Committee (Adam Chamberlin / Elizabeth Oldmixon)	<p>Adam Chamberlin presents policies for First Read. Policies brought forth as regular review—changes are not substantive but mainly format with suggestions by Vice Provost Woods office. Approved by FPOC and EC.</p> <p>Sen. Lane clarifies process of policies as they come through process to full Faculty Senate.</p> <p><b>First Read</b></p> <ul style="list-style-type: none"> <li>• 06.023 Program of Assistance for Teaching Personnel whose Primary Language is not English Change: Format changes.</li> <li>• 06.022 Use of Academic Assistants Change: “large classes” removed.</li> </ul>
VI.	Committee on Committees (William Cherry)	<p>Standing committee vacancies Sen. Cherry: Presentation and Entertain Nominations from the floor.</p> <ul style="list-style-type: none"> <li>○ Nominations from the floor: None.</li> <li>○ Vote</li> <li>○ Majority Vote</li> <li>○ <b>Nominees Approved</b></li> </ul>
VII.	Student data privacy (Adam Fein, Rudi Thompson, Mike Simmons, Keitha Pearce)	<p>Adam Fein and Team—questions on data privacy and share resources upon request. Questions: Summary.</p> <p>Fein: Shared with Executive Committee of Faculty Senate privacy policy for CANVAS, Zoom, etc. Have a number of protections in place for students. Biggest challenge is with publisher material. Educational technology that UNT uses has protections in place.</p> <p>Remote courses not reviewed by CLEAR, what is guidance? Fein: CLEAR has a page for approved technologies. Our advice is that if faculty is unsure, please contact our office well in advance, so we can make sure that technology is compliant.</p> <p>Keitha Pearce (from Enrollment Systems): All third-party systems are checked to make sure that information is FERPA compliant and work to make sure that security protocols are maintained and records are updated appropriately.</p> <p>Is technology reviewed so that students can opt-in to privacy policy? Fein: Terms or service and privacy—students can check for “terms of service.”</p> <p>Simmons: Because students use textbooks through publisher, all have privacy statements and terms of service, but they are outside of the university—odd situation that we face.</p> <p>Thompson: Respondus—students are protected in that space.</p> <p>Fein: We work to make sure that privacy is protected. We do as much as vetting as possible. Faculty should come to us so that we can do the</p>

		<p>vetting to make sure that student privacy is protected and that material is accessible.</p> <p>Thompson: We ask that faculty be as transparent as possible in their syllabi so that students know what they are accepting by being a part of a particular class.</p>
VIII.	Executive Committee (Scott Belshaw)	<p>Sen. Belshaw presents Executive Committee Activity:</p> <ul style="list-style-type: none"> <li>• Approved amended Faculty Salary Study Committee charges</li> <li>• Appointment of Adam Chamberlin as new Faculty Policy Oversight Committee Chair</li> </ul>
IX.	Other standing committee updates	<ul style="list-style-type: none"> <li>• University Undergraduate Curriculum Committee (November) (April Prince/Kim Faris) <ul style="list-style-type: none"> <li>○ Presentation of minutes.</li> <li>○ Discussion</li> <li>○ Vote</li> <li>○ Majority to Accept “yes” <b>Minutes Accepted</b></li> </ul> </li> <li>• Graduate Council minutes (September) (Dale Yeatts) <ul style="list-style-type: none"> <li>○ Presentation of minutes.</li> <li>○ Discussion</li> <li>○ Vote</li> <li>○ Majority Vote to Accept “yes” <b>Minutes Accepted</b></li> </ul> </li> <li>• Sen. Lane to Chamberlin—Elections update—Chamberlin: elections going well.</li> </ul>
X.	New Business	<ul style="list-style-type: none"> <li>• Student government reports <ul style="list-style-type: none"> <li>○ Graduate Student Council (Bailey Sterling) National Association of Graduate Students Conference. Meeting with Blind and Visually Impaired. Needs of Deaf and hard of hearing students. Working on developing report on students with disabilities.</li> </ul> </li> </ul> <p>Sen. Lane: Faculty Senate EC is in process of creating a Committee/Task Force on Disabilities (Sen. O’Toole).</p> <ul style="list-style-type: none"> <li>○ Student Government Association (Cameron Combs) No report.</li> </ul>
XI.	Old Business	<p>Sen. Lane: Resolution on Diversity is underway. Dr. Combes should be making a report to Faculty Senate in next few meetings.</p>
XII.	Comments for the Good of the Order	<ul style="list-style-type: none"> <li>• Next Senate Executive Committee meeting will be November 18, 2020 (next week)</li> <li>• Next Faculty Senate general session will be December 9, 2020</li> </ul>
XIII.	Adjournment	<p>Adjourned.</p>