

## Academic Senate Meeting Minutes

October 21, 2024

**Members Present:** J. Spjut (President), S. Buchbinder (Vice-President); B. Kaufman (Curriculum Coordinator); B. Alves; J. Andersen; J. Battye; L.C. Chu; B. Clinton; B. Dubovsky-Porter; D. Hernandez; M. Hall; L. Kelly; J. Knapp; J. Lewis; M. Lowe; J. Oliver; E. Pagano; D. Rimkus; C. Shirshac; T. Shizume; D. Walsh

- Approval of September Minutes. The motion was made by S. Buchbinder and seconded by J. Spjut. The motion passed.
- **Willimantic Support Follow-Up from J. Spjut:** In September, the Senate passed a resolution for faculty to fill in until there is full-time staff coverage. After that, three faculty came forward as willing to use AR or release time in spring 2025 (J. Oliver, B. Clinton, S. Buchbinder). While management has confirmed they received the resolution, faculty have not been consulted for spring scheduling.
  - a. CEO Gomez joined the Academic Senate with updates on Willimantic Support.
    - 1. Three work-study students have been identified.
      - 1. No start or staff supervision was identified.
    - 2. Budget remediation requests have been submitted, including the Willimantic Center Director.
      - 1. Feedback has been that the Willimantic Center Director is an administrative position, and preference is being given to the restoration of student-facing positions.
      - 2. Next steps are for the job description to be updated to highlight the student-facing parts of the job.
        - 1. No timeline was given for the hiring, but CEO Gomez hopes it will be before spring. There was concern from Senate leadership that this may not happen and we should risk overstaffing to avoid understaffing.
    - 3. Senate follow-up on faculty AR/release resolution.
      - 1. The Senate is concerned about understaffing, and one semester offer staffed is better than understaffing.
        - 1. Interested faculty have voiced they would be flexible (e.g., on what's needed, days/times to staff). Other faculty may be willing to serve.
      - 2. Timeline:
        - 1. Faculty have tried to work this out during spring scheduling (done by end of October). Why is management waiting to schedule this?

3. CEO Gomez said management will likely respond by Thanksgiving
    1. The CEO expressed concern about our campus doing something new that other campuses might misunderstand or misuse
      1. Senate feedback that this was a formal senate request.
    2. Management needs a list of responsibilities.
      1. A list of potential responsibilities was sent to Dean Griswold in September:
- **State Senate Report** from faculty J. Battye (she shared the full report in a document).
    - a. Ellucian Update:
      1. Mike Stefanowitz contacted Ellucian requesting a default home campus for student course search when logged in. Response from Ellucian:
        1. Banner would need customization (no date given), but it's on their radar.
        2. There is an upcoming Banner update, and home campus search may happen after that. There is no time frame for the Banner update.
    - b. HSER SDC Request
      1. Human Service faculty want an SDC and have approached the Provost and Area Dean Searcy for help and were directed to the CT State Senate.
      2. The item is on the upcoming agenda, and there are no barriers to this request.
    - c. Email concerns or reports for actions to J. Battye and she'll compile them.
      1. What can the Senate do? Read the CT State Senate charge to see appropriate governance issues and send them to J. Battye.
      2. Note: The CT State Senate is not in charge of the curriculum.
    - d. Enrollment Management Committee: J. Battye is on this subcommittee that meets every 2 months with Provost Hynick and her staff.
      1. They will address ongoing issues, including minimum course enrollment, cancellation timelines and process, course caps, etc
      2. The first committee action is to see what's been acted on (and share updates)
      3. Questions
        1. Does this committee include scheduling and academic calendars?
        2. Does this committee include incompletes? There were concerns last semester about being student-initiated (without faculty consultation).
        3. How can this committee coordinate with the Faculty Advisory Committee (J. Andersen is the representative)?
  - **QV Academic Senate Website**
    - a. J. Spjut previewed the QV Governance website on the CT State website ([draft website](#))
    - b. It includes the minutes, bylaws, and the year in review
      1. Linked under agenda item.
    - c. Update from Erin Pagano: Information about promotion and tenure and sabbatical (information coming out shortly).
  - **Approved Campus Motion to Support the Creation of a Human Services SDC** (Motion made by S. Buchbinder and Seconded B. Kaufman). The motion passed with no objections.
    - a. The ten human service coordinators request the creation of the Human Services Statewide Discipline Council (SDC), similar to the Early Childhood Education (ECE) and Criminal Justice (CJ) SDCs. Like ECE and CJ Human Services, there is a program with advisory boards and field placements that require collaboration. The coordinators are currently meeting to revise the program outcomes and curriculum, and an SDC could aid in this process along with the upcoming program review.

- **Shared Governance Summit and Committee Report – J. Spjut**
  - a. College Council Shared Governance Taskforce with members from Curriculum Congress and CT State Senate).
    - 1. October 11<sup>th</sup> Summitt: Goal to identify problems and proposals to make them better
      - 1. Many SDC and SACC members attended and identified priorities
      - 2. Upcoming survey of all college faculty
    - 2. Meeting: Steps forward (try to make changes this year).
      - 1. The Shared Governance Taskforce wants proposals in February and March (to be approved by CC and Senate) before the elections and fall course loads.
    - 3. J. Spjut will update this body:
      - 1. Preliminary ideas (not settled).
- **Professional Development Funds**
  - a. Not information about applying (e.g., OSHA authorized Outreach Trainers for the 10 and 30 hour cards, needed to teach a course)
  - b. Professional Development Committee (chair) B. Dubovsky-Porter
    - 1. The committee is waiting to solicit or review applications until 4Cs sends the money.
- **Accommodation Discussion**
  - a. There was a faculty question about the level of student accommodations dropping
  - b. Discussion:
    - 1. There was mixed feedback on accommodation levels. Faculty in many first-semester courses (ENG 1010) shared a noticeable drop and others did not.
    - 2. There was a change in the system between spring and fall.
  - c. J. Spjut will ask Dean Griswold to look at the data (fall 2022, fall 2023, fall 2024)
- **Senate Leadership Compensation**
  - a. J. Spjut plans to request compensation for Senate officers: 1 credit for the Senate President and half a credit for the Vice President and Curriculum Coordinator.

A motion to adjourn was made to J. Anderson and seconded by J. Spjut. The meeting was adjourned at 3:10 pm.