

**MINUTES OF THE MEETING
OF THE FACULTY SENATE
APRIL 1, 2020**

PRESENT: J. Ausherman, C. C. Bowen, W. Bowen, M. Buckley, B. Cavender, B. Conti, G. Dyer, B. Ekelman, P. Falk, K. Gallagher, V. C. Gallagher, J. Ganning, Z. Gao, J. Gatica, D. Geier, S. Gingerich, J. Goodell, M. Holtzblatt, J. Hostutler, Y. Hung, M. Jackson-McCabe, M. Kalafatis, J. Kilbane, R. Krebs, A. Kumar, M. Kwiatkowski, S. Lazarus, J. Marino, K. McIntyre, B. Mikelbank, G. Pettey, R. Raimer, B. Richards, A. Severson, A. Slifkin, A. F. Smith, J. Visocky-O'Grady, R. Anglin, E. Grigore, E. McKinney, H. Sands, N. Sridhar, O. Wahdan, S. Zachariah, J. Zhu. M. Baumgartner, J. Bolt, T. Guzman, C. Heyward, M. Thrash.

OTHERS

PRESENT: W. Becker, M. Biehl, M. Boboc, C. Bracken, D. Bruce, R. Carnell, R. Deike, S. Greybar-Milliken, J. Holcomb, J. Hughes, A. Resnick, D. Rushton, J. Sawicki, R. Shelton, N. Sridhar, J. Stimple, C. Weyman,

I. Approval of the Agenda for the April 1, 2020 Meeting

Senate President William Bowen called the meeting to order. He asked for a motion to approve the Agenda. It was moved, seconded and the Agenda was unanimously approved by voice vote.

II. Report of the Faculty Senate President

Dr. William Bowen: Welcome to the first virtual meeting of the CSU Faculty Senate in human history!

First, I want to thank you all. Our faculty and staff have done and are continuing to do an amazing job of responding to the Covid-19 crisis. Many of you and your colleagues around campus have given up personal and family time to make possible sudden and temporary alternative course delivery. For many of us, it is clearly a second-best solution, but at this point, first-best is not an option. Many of us have put in a huge amount of time, energy and attention to bring the entire curriculum online so suddenly. I feel deeply gratified to be a part of a faculty who so responsively and competently steps up during such a time as this. I really deeply appreciate you. All that extra work means a great deal. You are making a positive difference in the lives of each other and our students. I am so very proud to be a member of this faculty.

We are fighting a pandemic! There were 188,647 confirmed cases of Covid-19 as of this morning, 2199 cases in Ohio, and 527 cases in Cuyahoga County. It's terrifying. This campus has taken extraordinary and unprecedented measures to suppress it, and to protect the health and well-being of the members of the campus community. Some of these measures have raised academic questions and uncertainties in the minds of faculty members and students around this university. But rather than trying to anticipate and answer as many of them as I can, my report will contain answers to only two. My plan is to go through these couple of questions and then make one brief point, move through the entire agenda, and then toward the end, after we've all heard from the President and Provost, during open discussion time. If any remaining questions come to the floor for any of the Senate Officers to answer, we will do so then.

I do want to mention in passing that some of the questions on the minds of faculty members can and will be answered Friday at 10am, when Provost Zhu will hold a zoom-based faculty forum for purposes of synchronous, two-way communication about pretty much whatever academic questions you have on your minds. I believe that an invitation to that forum either has gone out or will in the very near-term future to the entire full time and part time faculty.

One of the questions I need to answer was in an email message this morning. That is: has the University decided to suspend faculty governance in light of the Coronavirus pandemic? Was the temporary pass-fail system a faculty decision, or an administrative decision?"

Similar questions could also be asked about some other temporary academic policies such as Academic Standing Policy, conversion of "I" grades at the end of the semester, and some admissions policies, among others. The answer is that to the very best of my knowledge, all such temporary academic policies have been approved as appropriate by the Faculty Senate Admissions and Standards Committee and the Academic Steering Committee. These committees have been acting under Senate bylaw 3344-13-03 Paragraph D (3) (c) which says that one of the functions of the Academic Steering Committee is to, "To take such action regarding affairs of faculty senate as may be necessary between meetings....."

These are extraordinary times and they call for extraordinary measures. Normally and usually at CSU, academic policy decisions such as these are made through lengthy and thorough deliberations in duly constituted committees and then only on the recommendation of the full Senate. But as for our temporary pass/fail policy, and the other temporary academic policies that have been decided over the past couple of weeks, I remind you that we are fighting a pandemic, responses have to be quick, and many of our faculty members are already at wits end working to change formats and deliver their courses online -- and keep high quality instruction in place. So, these academic policy decisions were made in a couple of recent emergency meetings of the responsible Senate committees. Past this, as your President, I promise to do my best to make sure that whenever it is pragmatic and feasible to follow normal and usual shared governance procedures, they will happen.

I also want to add that the administration deserves acknowledgement for continuing to recognize and respect the vital importance of shared academic governance at the university. My experience over the past few weeks is that the voices and views of faculty members are getting actively solicited and listened to on academic policies even as we fight this pandemic. There has certainly been more urgency to these decisions, partially because of national, state and local trends in university responses to the pandemic, and partially because the world around all universities, including ours, has been changing so quickly and profoundly. One might not always agree with all of the administrative decisions that have made or will get made around here during the time of this pandemic, but I must say that dissenting voices are being solicited, heard, valued and respected. For that, I believe that we in the Faculty Senate should be and are appreciative. I can tell you that through my contacts at the Ohio Faculty Council I have seen and heard information from other universities around the State where shared governance has been -- shall we say -- put on notice. But here at CSU, from what I've seen, this body has every reason to expect recognition and respect for shared governance to remain in effect throughout the pandemic. Everyone will have to be a little extra flexible and tolerant, in terms of the prospects for the continuity of shared governance at CSU and I remain optimistic, at least, in the foreseeable future.

Next, I need to answer a question about voting on April 29th for the next Faculty Senate officers. Some of the details will need to get worked out by the Academic Steering Committee. At this point, the plan is to do the voting by email ballot. The Faculty Senate office will send out the names of the nominees for both leadership offices, along with ballots for each position out to the continuing and incoming Faculty Senators. This will be done asynchronously within a specified time frame. All voters will be notified of the time frame in advance. Nominations will be closed on April 15, before the balloting begins. We will ask for the completed ballots to be individually sent back to Violet Lunder in the Senate office where they will be individually counted and tallied and once we have the count verified by a disinterested party – possibly the nominating committee though they have not yet agreed to this – I will announce it, hopefully at the April 29 meeting.

Some of the other elections usually held during the last Senate meeting of the year may be a little more challenging, for a couple of reasons. First, the committee sheets are usually sent out in paper form, and we only received a couple of them back before we had to suddenly leave campus. We therefore do not have enough names. Second, if I am not mistaken, we sent an electronic copy of the committee sheets out and received very few if any responses. We therefore do not have enough names. The challenge here is more difficult by the fact that our normal practice is to allow nominations from the floor for the Senate Budget and Finance Committee, the Faculty Rep to the Board of Trustees, and several other committees. To manage that process through Zoom in a tolerable amount of time would, I suspect, prove practically impossible. Thus, all I can say at this point is that I plan to work with the Academic Steering Committee to work out how we will conduct these other elections – and I will make sure you know the plan and the rules just about as soon as I do. For now, the Senate Office will be resending committee worksheets to the various Deans and College Administrative Secretaries. Please, please, please fill these out and return them to the Senate office at your earliest possible convenience. We need a lot more names.

Finally, the point I want to make is this: If and when you need a break, then take it. If and when you need help, then get it. These are difficult times for all of us and from what I can tell they may get more difficult before they get easier. The situation in which we find ourselves isolates us, and removes from other people, and this not in keeping with what is known scientifically about some very basic human needs. It is therefore likely to be exhausting for many people, and this is made all the more challenging by the unrelenting flow of “urgent” information through our numerous channels of electronic media. For some people it will have the effect of causing anxiety, emotional distress, fragmented attention, difficulty concentrating, and other challenges to mental health.

Thankfully, one of our benefits as CSU employees is that we have access to the Employee Assistance and Work/Life Program. The Employee Assistance and Work/Life Program is designed to confidentially provide guidance and assistance with many of life’s every day and sometimes unexpected challenges, including ones of the sort I’ve just mentioned. Our Chief Talent Officer, Ms. Jeanell Hughes, will be sending out more information about this within a very short period of time. We need everyone to stay mentally as well as physically strong and healthy, so hopefully everyone will learn about and start to work this program if and when they start to feel the need to do so.

Again, I want to thank you all for everything you do for this marvelous university. Protect yourselves and those near you. Stay healthy. Wash your hands.

III. Report of the President of the University

President Sands: We are in unprecedented waters. It is inspiring how we have pulled together. This is the time we find out what we are made of and I'm very proud. In a crisis, the first thing you look for is to step up quickly. We did this with full support of the faculty senate, union, and other constituent groups. I took some heat from others for not just going online, but I wanted to fully understand and have input and feedback from faculty and staff. Our core business is teaching students. We are fortunate, we have one of the few enterprises that can pivot. Think of the companies and non-profits who had to lay off employees. How will we be comfortable when we do open the doors and come back. It won't be like switching a light switch. We need to think about that so people can feel comfortable about coming back, because the perception is the reality. If they are not comfortable, they won't come back. The expert models have not been accurate, so we don't know what will happen in the next ten months. We don't want to make any assumptions.

So glad Bill mentioned the EAP program, Employee Assistance. We are all dealing with additional stress. This is a time to reinforce that we are here for you.

Over \$14 Billion is allocated for education. We are working with the Department of Education and have started thinking of the impacts. We have a competitive edge, but we will have to address the economic effects

One of our research Faculty, Anton Kumar – funded for a new NIH R01 grant.

Two Students, Niksa Praljak, undergraduate student, College of Sciences and Farid Houry, graduate student, College of Engineering – both of these students were awarded the NSF Graduate Research Fellowship.

There are opportunities for us. We could be looking at a sea change with regard to willingness to send students away and how much they will spend on tuition.

Ben Richards: The library is not noticed - we are open and can help.

President Sands: I will make sure it is noted.

Lift up Vikes has had many requests for help and donors will be stepping up to help.

348 laptops from the Federal Reserve. I was speechless.

Jennifer: We are flooded with messages right now. Trying to make it as simple as possible for students. I know we are working on the details for the Pass/Fail language, but it is difficult for students to follow. Consider making it simpler for students to understand.

Beth: As we decide when we will resume on-campus activities, some programs run all year round so summer is part of the lock-step program for OT/PT/Speech. We are trying to figure out now what to do for summer and clinicals.

President Sands: We are working with the state legislature to deal with nursing. We need to work with our various teams to have our students progressing.

IV. Announcement of Coming Elections (See Attached)

V. University Curriculum Committee

Professor Carole Heyward, chair of the University Curriculum Committee, presented the committee's proposals:

A. New Programs or Certificates

1. Graduate
 - a. Certificate in Doctoral Clinical Chemistry (New Certificate)
(Report No. 78, 2019-2020)

Approved unanimously by voice vote.

B. Consent Agenda

1. Undergraduate: **(Report No. 79, 2012-2020)**
 - a. Art, B.A. (Program Change)
 - b. Graphic Design Minor (Program Change)
 - c. Graphic Design (Certificate (Program Change)
 - d. Civil Engineering, B.C.E. (Program Change)
 - e. International Business Major, B.B.A. (Program Change)
 - f. International Business Minor (Program Change)
 - g. Real Estate and Property Management Certificate (Program Change)
 - h. Statistics Minor (Program Change)
 - i. Women's and Gender Studies, B.A. (Program Change)
 - j. Women's and Gender Studies Minor (Program Change)

No questions on the items on the consent agenda. Approved unanimously by voice vote.

VI. Admissions and Standards Committee

Professor Marvin Thrash, chair of the Admissions and Standards Committee, presented the committee's proposal.

Temporary Pass/Fail Policy (Report No. 80, 2019-2020)

Marvin presented some slides. There was significant stress by students. Marvin read one email. The student is not insured and her father is high risk. She was taking on more hours to get some extra income. Then she was going to be laid off.

The temporary policy changes were to academic standing as well as the pass/fail policy. Marvin reported the policies and how they applied.

Beth: Has this been distributed to students?

Marvin: Yes, it has been shared. The academic standing policy was in a daily update, so yes, students were informed.

Nigamanth Sridhar: Grad program in OT – the requirements are controlled by the program. University Admissions. For example, if a GRE was scheduled for tomorrow, we are removing that requirement for admissions, but it will not be waved. We are suspending those for this term.

Beth: no-preapproval is required.

Anup: If a student is repeating a course this semester, that policy applies.

Marvin: The date is April 24th so that a student can make the decision and they will have a better idea. Some schools are allowing that decision to be made after the semester ends. We did discuss that, but we thought April 24th was best.

Anup: Students should work with their advisors so that they are not targeting a D to begin with. Marvin agrees.

Joanne: Some schools are allowing their students to make a change after they get their grades.

Marvin: Yes, we did discuss that with Vice Provost John Holcomb. The Registrar's would have to process that information.

Joanne: Defeats the purpose of trying to help the students.

John: We addressed this thoroughly and want to do what is best for students. We also need to comply with federal regulations. Other schools did allow the option of deciding after the semester. It has to do with the calendar relative to financial aid.

Approved.

VII. University Faculty Affairs Committee

Senator Joanne Goodell, chair of the University Faculty Affairs Committee, presented two proposals.

A. 3344-11-02 Definitions – Minor Changes (Second Reading) (Report No. 72, 2019-2020)

Intended to make the names and language consistent – faculty ranks and positions. No other changes from the first reading.

No questions. Unanimously approved by voice vote.

B. 3344-11-04 Conflict of Interest (Second Reading) (Report No. 73, 2019-2020)

We added a clause F – dual status as a faculty and administrator. No other changes from the first reading.

No questions. Unanimously approved by voice vote.

VIII. Budget and Finance Committee (Report No. 81, 2019-2020)

Professor Tatyana Guzman, chair, Budget and Finance Committee: The last time I talked in front of the Senate on March 4, I was telling you how well the University is doing financially, how strong our investments are, and instead of a significant operating budget shortfall that we were facing a year ago, we anticipated a \$2.5 million surplus. A lot has changed since then. It is too early to say what the magnitude of COVID-19 is going to be on enrollment and other big contributors to CSU revenues, and what additional expenses will add up to.

To give you some sense, the most significant loss of the University revenues was due to a refund of student housing and dining revenues. The major costs were mostly IS&T expenses incurred by moving CSU to an online platform and expenses associated with extensive cleaning before the University shut down. Housing incurred additional costs to move some students out of Fenn Tower to Euclid Commons and to completely clean Fenn Tower. While all these expenses undoubtedly hit overall University finances, many of them are accounted for on auxiliary rather than the operating budget. The operating budget is the one that the University is required to balance by state law.

The financial markets are also too volatile now to make predictions with any level of certainty about the investment losses. The situation definitely changed last month, but I was reassured that CSU's investment portfolio did not lose as much value as the Dow Jones.

On a positive note, the \$2.2 trillion federal coronavirus stimulus package (so-called CARES Act) includes \$30 billion to the states for K-12 schools, colleges and universities (source: Center on Budget and Policy Priorities). As I understand, in addition to federal stimulus funds, the State may provide funding for state universities as well. The overall amount of transfers has not been finalized. Hopefully, at the next Senate meeting, I will be able to tell how much stimulus dollars the University will be receiving.

As to the financials that might be of specific interest to the faculty, payroll deductions for faculty and staff parking fees will be stopped beginning with the April payroll and then will be reinstated once the campus reopens.

A couple of other financial issues the Senate Budget Committee was concerned about are the conference travel reimbursement and continuing financial support for faculty searches. Provost Zhu promised to talk about these in his address to the Senate.

IX. Report of the Provost and Chief Academic Officer

Provost Jianping Zhu: Thank you again for your conversion. Thank you and your colleagues for working with us and making quick changes for our students during this unusual time. We are trying to maintain academic rigor with making accommodations. It is a tough balance.

There is an ongoing Starfish survey, so please check that box if they have not been engaged. That will improve their chance of success.

I have received many questions about travel reimbursement. We shared a memo, but happy to answer questions after this brief report. If a conference is cancelled, we encourage you to make your best effort to recover out of cost expenses, such as airline, hotel, etc. We will try and help. If you have a credit from the airline, you could use those funds for future meetings.

There are some shared guidelines for tenure extensions. The 5th year faculty have had priority in communications as to policy due to the timing.

Regarding teaching evaluations, we are extending the timeline for teaching evaluations by one week and will give them three weeks experience in the remote environment to then provide feedback. We have had questions as to how meaningful these evaluations might be. They will be conducted, and faculty will have the option as to whether or not to use them in their packet.

Some faculty have expressed concerns about the impact on their research efforts. We hear you and our mission has not changed. We are different from community colleges and not just focused on teaching. We need to still do research and share that with students through teaching. We hear your frustration and will do what we can when the pandemic gets under control and to re-start labs and their research programs.

I wanted to reinforce what we have shared with the community. We have five different summer sessions. Four (4) of those all start on May 15th. We have announced that the mode of delivery for those will be remote. That is to provide clarity. For summer two, we have announced that the mode will be announced at a later date.

We have emphasized how we work together to help students, and we do understand faculty are struggling too. HR will announce a portfolio of support programs.

Beth Ekelman: My understanding is that the 2nd 6-week session is not yet online. It is difficult because we front load a lot of information. I'd like to offer the hands-on material in the 2nd half of the term. We have had discussions to change from 12 to 10 weeks, so we can have a 2-week boot camp. We cannot manage summer courses online totally; they must have some hands-on skills.

Provost Zhu: we have discussed that extensively. If the pandemic is under control midway through 12 weeks, some of that material can be done in person. But it can also be challenging for those who might have had changes in activities for children in the family. Also, international students may not be here but in their home country. The best way may be to individually work with students, and if the local health authorities think it is safe, arrangements can be made for individual classes.

Joanne Goodell: When did that email go out?

Provost Zhu: Official announcement did happen at town hall.

Vickie: Reiterate impact on all research.

Jorge Gatica: Will temporary policies for pass/fail and academic standing apply for summer?

Bill Bowen: Need to communicate to students that it only applies for Spring for now.

Bob Krebs: We didn't think of what we might need for summer. We should consider a policy for getting back into the school.

Nigamanth Sridhar: If someone needs something now, there is a process working with campus police. Yes, to your point, it will be a process for summer materials, not just as an emergency and getting things they forgot.

Zhiqiang Gao: Two questions. One is about faculty searches and deans and chairs. Faculty – we have several openings and searches. We have discussed if we should be going through the efforts vs. all hands-on-deck to go to online teaching. What is the perspective financially?

Provost Zhu: In general, there is no decision to end. But we cannot do in-person interviews. Some have done Zoom or online. But if the department collectively decides to pause the search, that is a departmental decision. According to CBA we will respect the faculty.

Gao: As a whole in Engineering, we have a Dean and two Chair positions and President Sands just talked about how the entire landscape will be different. Will that impact the directions of these searches and the future of the college?

Provost Zhu: Yes, we can expect major changes as we begin to understand the impact on the national economy which will then impact the revenue/taxes, and state support for the university. We are not clear how big that impact will be. But we still need to continue our business and we still need someone in charge of a department. We can work with you to make sure the department functions.

Gao: There is a proposal to suspend the search for a few months at least and have an interim, but we will see a whole new set of challenges. Our program needs strong leadership at the dean and chair levels to help.

X. Report of the Student Government Association (Report No. 82, 2019-2020)

SGA President Omar Wahdan reported that it has been a trying time for everyone. The student side has been difficult for students, in particular, for trying to keep up the SGA. We had a lot of initiatives planned and they shifted into the next semester. Elections are currently

underway. Please encourage students to vote and engage. A lot of work will be done transitioning the new board, especially if they will not be seeing each other physically.

We did work with math in regard to calculus textbooks. We met with various faculty for open source books for pre-calculus, but it is difficult to work on that due to having had to go online. Thank you, faculty and staff, for taking the initiative. I had five emails after President Sands announced and had early on communications to faculty and that made a difference for students.

Appreciate the Provost sending email regarding Pass/Fail. Thank you and continue to openly communicate and professors are doing a really good job. It can really help students. All the emails can get overwhelming. Now students are thinking about financial recovery and thinking to the future and we don't know when it will be safe.

XI. Report of the Graduate and Professional Student Association

Ms. Natalia Hernandez, President of the GPSA, was not available to report.

XII. Open Discussion Time

Fred Smith: Questions probably best for John Holcomb. In the email distributed to faculty and to students, there were a bunch of items to consult their academic advisors. Have they been provided with ways to answer questions, and can faculty get those answers?

John: Working on a FAQ that will explain in greater detail and apologize for making it too formal and detailed. Some will be unique for different student needs. I also think of those advisors in the departments, and if they have plans for grad school, medical school, etc. that may be idiosyncratic, and the directors for their departments may be best for those.

Fred Smith: Is there a way to know if the student has selected Pass/Fail?

John: The registrar will make the roster such that if they opted for S/U, that will show up in the system. Faculty will not have to keep track of who wanted which option.

Fred: If it is private with registrar, then there are less options for faculty to work with students if they are on the edge.

John: Try to have as much as possible ready to go with grades so they can decide.

Joanne: Faculty Senate elections – move to electronic platform.

Bill Bowen: We are working on that. It should happen.

Joanne: I know we have the COVID-19 website, but we are getting bombarded. If the team can get all the issues for faculty on one webpage and issues for students on another

webpage, etc.? They are all coming in separate emails and different Zoom meetings. It is overwhelming to people.

Bill Bowen: I will raise it with the team.

XIII. New Business

There being no new business, the meeting adjourned at 5:05 P.M.

Respectfully submitted,

Vickie Coleman Gallagher
Faculty Senate Secretary

VCG:vel

**ANNOUNCEMENT OF
COMING ELECTIONS**

- A. Election of Faculty Senate President for a two-year term to replace *William Bowen (Urban Affairs)
*Not eligible for re-election
- B. Election of Faculty Senate Secretary for a two-year term to replace Vickie Coleman Gallagher (Management) (Eligible for re-election)
- C. Election of three faculty representatives to the University Faculty Affairs Committee for two-year terms to replace Chieh-Chen Bowen (Urban Studies), Joanne Goodell (Teacher Education), and Jill Rudd (Communication) (All eligible for re-election)
- D. Election of three faculty representatives to the Diversity and Inclusion Committee for two-year terms to replace Jorge Gatica (Chemical Engineering), Maria Gibson (Nursing), and *Jacqueline Vitali (Physics)
*Not eligible for re-election
- E. Election of two faculty representatives to the Budget and Finance Committee for two-year terms to replace Jorge Gatica (Chemical Engineering) and Tatyana Guzman (Urban Studies) (All eligible for re-election)
- F. Election of one faculty advisor to the Board of Trustees for a one-year term to replace Rachel Carnell (English) (Eligible for re-election)
- G. Election of one faculty representative to the Academic Misconduct Review Committee for a two-year term to replace Michele Kwiatkowski (Nursing) (Eligible for re-election)
- H. Election of one faculty representative to the Copyright Review Committee for a three-year term to replace Monica Gordon Pershey (Speech & Hearing) (Eligible for re-election)
- I. Election of one faculty representative to the Patent Review Committee for a three-year term to replace Michael Kalafatis (Chemistry) (Eligible for re-election)
- J. Election of one alternate faculty representative to the Ohio Faculty Council for a two-year term to replace Jeffrey Snyder (Urban Studies) (Eligible for re-election)