

Senate Executive Committee Meeting Minutes
Wednesday, March 18, 2020

In attendance [all via remote connection]: Dinesh Pinisetty (Chair), Keir Moorhead (Vice Chair), Sarah Senk (Secretary), Steven Browne, Christine Isakson, Elizabeth McNie, Cynthia Trevisan, William Tsai, Mike Mahoney (Provost), Sianna Brito (Academic Support Coordinator)

I. Senator Elections

- Chair reports that Senate at-large representative elections have closed. The representatives will be: Steve Brown (MT), Mike Holden (ME), Christine Isakson (IBL), and Julie Simons (S&M). Committee notes and expresses appreciation for the even distribution among Schools and majors.
- Chair reports that the next step is to conduct Executive Committee elections. Original timeline is delayed due to the unexpected move to online teaching, but as soon as possible the incoming senators will be convened to vote for the Executive Committee.
- Committee discusses “glitches” in procedure we did not anticipate due to the way we staggered elections (with department elections first, followed by at-large, followed by ASCSU). Chair reports that he received an email from one faculty member who expressed displeasure that he voted for a department representative who then ran for an at-large position. Committee discussed that we could not stop an elected department representative from resigning from that role in favor of running for an at-large position. But to avoid such an event in the future, the committee agrees we should formalize a new order for senate elections each spring, starting with the ASCSU positions, then the at-large positions and then working “down” to the department level.
- **ACTIONS: Formalize new guidelines for Spring 2021.** Rather than conducting department elections first, the new order shall be (approximately) as follows.
 - January 21 (or next nearest weekday): Faculty Census to determine number of at-large representatives; Department Census to determine number of department representatives. Deadline for ASCSU representative nominations.
 - February 1 (or next nearest weekday): Election for ASCSU representative closes. Election results announced within 24 hours.
 - February 7 (or next nearest weekday): Deadline for all senator nominations. (*Nominees may run for multiple positions but cannot hold more than one representative position.*)
 - February 14 (or next nearest weekday): Election of At-Large Faculty Representatives and Lecturer-at-Large Representatives opens.
 - February 21 (or next nearest weekday): Election of At-Large Faculty Representatives and Lecturer-at-Large Representatives closes. Election results announced. Departments conduct internal elections/deliberations to select department representatives.
 - February 28 (or next nearest weekday): Election of Department Representatives closes.
 - March 7 (or next nearest weekday): Incoming senators nominate members of the new Executive Committee.

- March 15: **Official Deadline for Executive Committee election** [codified in bylaws and not subject to change]

II. Student Evaluations of Spring 2020 Courses

- Chair reports that Teaching Evaluations may be suspended this semester, given that faculty are being asked to change modalities with very little time to prepare. But that's a violation of CBA, so more discussion is required.
- Provost reports that he has no information about teaching evaluations but will talk to the President after this meeting.
- Provost reports on grading options that were discussed on the Provost's Council. One campus is proposing credit/no credit for all classes, but Provost reports that "was roundly shot down by everyone." One thing considered seriously was expanding the options for withdrawals from courses.
- Committee discusses potential benefits of course evaluations (namely that many faculty may want to learn about what worked and didn't about their online courses) but emphasized that given the circumstances these evaluations should *not* be included in any faculty member's RTP file.
- **EDIT:** Provost sent an email a few hours after the end of the meeting to confirm that after speaking with the President, we are tentatively planning on going ahead with student evaluations this Spring semester because we would like feedback from cadets on how alternate modalities are working and how we can improve them in future. However, these Spring 2020 evaluations will not be placed in a faculty member's RTP (WPAF) file (although a faculty member could include these evaluations if they want to do so).

III. Moving Forward

- Provost and Senate Chair report they had a phone call yesterday morning with all Maritime Academies. All seven campuses mentioned problems they're dealing with regarding the switch to online courses. The Coast Guard representative said they will get back to us in a couple of days with information about what should be done.

IV. Cruise

- Provost reports that we are optimistic that we can send the cruise out, but not on May 3, maybe a few weeks later.
- Committee notes that if cruise is cancelled, faculty compensation is a problem.

V. Elections

- Committee discusses the need to mitigate anxiety among faculty by giving a specific deadline for a decision to be made regarding Department Chair Elections. We suggest tentatively planning to announce those appointments by April 30.

- **EDIT:** Provost notes in an email after the meeting that one department has not started the process yet.

VI. Grants

- Sianna Brito notes that faculty planning on attending conferences this spring are now unable to travel. Brito is working with Michele van Hoeck to figure out how reimbursement will work.

VII. Non-Instructional Spending Report

- The President has approved the Exec Committee's decision to request specific answers regarding the university budget, and suggested an open forum in Rizza moderated by Senate Executive Secretary.
- Committee agrees that this is not ideal, notes that we have already hosted such a forum and the invited member of Cabinet gave a lecture and did not answer questions directly.
- Committee has already begun soliciting questions from faculty and suggests that rather than host yet another open forum, we invite members of Cabinet to answer those specific questions, either in writing or in person in a meeting (or series of meetings) with the Executive Committee. Chair emphasizes "if the questions are not answered we will call them in every week to answer them."
- Committee agrees we must defer this now to deal with more urgent matter of campus closure due to the pandemic, but will continue to solicit faculty questions and plan for a meeting after Spring Break.

VIII. Watch-Standing

- Moorhead reports that on Friday the CSI met and talked about watch-standing, and that one big issue with the non-licensed majors is that there doesn't seem to be a goal for watch-standing.
- Next thing coming out of CSI will be a charge to sit on a new watch-standing committee.

IX. Senate Business over Zoom

- Committee discusses what to do about upcoming General Meeting presentations regarding standing committee policy discussions.
- **Actions:** McNie and Moorhead will record presentation on Cruise Oversight Committee. Senk will record presentation on GE Committee and IE Oversight Committee. Exec will upload links to the presentations to a Microsoft Form with boxes for people to add comments and questions

Meeting adjourned.