

Chicago State University Faculty Senate

Meeting Agenda

October 6, 2020

Present: Pat Steinhaus (President), Valerie Goss (Vice-President), Sarah Buck (Recording Secretary), Gabrielle Toth (Corresponding Secretary), Charlene Snelling, Alesia Richardson, Asmamaw Yimer, Azungwe Kwembe, Byung-In Seo, Deb Lynch, Rupa Potti, Tonya Hall, Eddy Gaytan, Garrard McClendon, Gayle Porter, Hafeez Faridi, Joanna Kolendo, John Chern, Jubilee Dickson, Mel Sabella, Michael McNicholas, Nadeem Fazal, Olanipekun Laosebikan, Pancho McFarland, Walid Al-Ghoul, Rosalind Fielder, Sarah Austin, So Kang, William Jason Raynovich, Zafar Bokhari

Guests: President Z. Scott, Chief of Police Eddie Welch, Provost Leslie Roundtree, Jimell Byrd-Reno

- A. Call to order 12:31
- B. Approval of September Minutes 12:30-12:35
 - a. McNicholas moved to approve, Gaytan seconded: 16 yes, 2 abstain. Minutes approved.
- C. President's Report to the Faculty Senate 12:35-1:05
 - a. Has been at CSU for two years
 - b. Campus fall operating plan
 - i. Overseen by a Covid- 19 response team. The team meets weekly, led by Campus General Counselor, Stephanie Kelly.
 - ii. Signage prolific on campus regarding safety conduct (e.g., wearing masks)
 - iii. Dashboard updated every Friday on website
 - iv. Covid testing was available at Walgreens exclusively for CSU. Also testing on campus (93 persons took the test, 0 positives)
 - v. Two town halls occurred recently (student and faculty)
 - 1. Students want to return to campus for enhanced campus experience
 - a. Drive in movie was sold-out. Dean of Students looking for other activities
 - vi. Several departments currently have hybrid model, mostly performance based classes, such as Art, Music, labs. Hybrid component will be left up to faculty for spring depending on what students need.
 - c. Spring operating plan
 - i. Started September 30 with members across campus
 - ii. Decision regarding spring break needed this week. Most IL public universities (not UIUC) have foregone spring break and change the starting or ending dates. President's office needs a recommendation.
 - iii. Feedback regarding cleanliness of campus is positive.
 - iv. Survey will go out regarding how faculty want their classes to be run in the spring (can we expand F2F course offerings in spring?, questions regarding library services)
 - v. When will decision be made regarding how spring will look? At last meeting, Deans and Chairs stated they would discuss with their faculty, but there was no sense of timeline. Timeline relates to advanced registration (mid-November). Need to publish the calendar

- vi. Model will be tied to current status of pandemic
- d. Fiscal year budget
 - i. BOT passed a fiscal year budget at last meeting. Reflects scholarship measures, infrastructure upgrades, decreased revenue (eliminated space rental, cut residence hall enrollment, cut fee, decline in enrollment)
 - ii. Looking to make 5 year budget
 - iii. Master Plan for campus to discuss real estate infrastructure
 - iv. Will create Enrollment Management strategic plan
- e. Student surveys
 - i. Dr. Eggleston will be invited to FS to provide details of results
 - ii. Surveys can be found on Moodle home page
 - iii. Main finding is financial distress. Decline in credit hours related to finances and stress
- f. Planned joint shared governance initiative
 - i. Discussed in conjunction with FS leadership. Program planned for the future
- g. Q and A
 - i. Regarding spring break options, how should the information be sent to the President's office?
 - 1. Email discussion amongst yourselves or discussion during meetings. Need a decision by Friday. Either start a week later or end a week early. Might be able to add 1-2 days of break within the semester
 - ii. Commitment for funding to enhance labs with the goal of maintaining social distancing? Faculty should discuss with Provost Roundtree and Michael Holmes
- h. Commendation given regarding CSU leadership response to Breonna Taylor case
- i. Discussions with City continue regarding permit to enhance streetscape at 95th and King Dr. Painting new logo on street, similar to what UIC has done near their campus
- j. Foundation exceeded its fundraising goal from event this past weekend

D. Mr. Las: Update on changes to email

1:05-1:15

- a. Moving to Microsoft Office 365 from Gmail. Integration is not complete yet.
- b. Rationale for the move is that Microsoft Exchange is the "best" email on the market. Gmail lacks robust features that can be found on Microsoft platform. Integrates calendar, contacts, Outlook. Will be smoother to communicate and schedule meetings.
- c. There are multiple email platforms currently running simultaneously. Logical step is to have just one platform.
- d. Do not have plans to move anything other than email (e.g., Google drive) at this time. Microsoft uses "One Drive", similar to Google Drive.
- e. Targeting holiday break as the migration period. Everything in current email will be in new email. Will not occur during an active semester.
- f. Email address will stay the same.
- g. Moodle will function automatically with Microsoft platform
- h. If you use Outlook currently with Gmail, back ups will not be lost
- i. Those on Macs, will communicate with Office 365 in the Cloud. Every active CSU email account will get 5 licenses for Office.

- j. If have an older computer that does not support Office 365, if computer has 64 bits, should be able to download or at least run the web based version.
 - k. After email is done, Mr. Las will come back to FS to discuss the ancillaries (e.g., Google Drive).
 - l. Regarding questions in the chat box, Pat will send them to Mr. Las for responses
- E. Chief Eddie Welch: KUVRR/Functions and troubleshooting 1:15 – 1:25
- a. Explain in general the function of KUVRR (pronounced “cover”): this is an app purchased in exchange of RAVE. On public safety section of website, you can find FAQ regarding KUVRR (students > public safety > KUVRR), which answers many of the questions faculty/staff had.
 - b. Functions, including “walk safely”, are able to be monitored remotely, wherein persons can be monitored while they walk to ensure they get to their destination in a timely fashion
 - c. Covid 19 was an added module to the KUVRR app.
 - d. Why KUVRR asks for personal contacts? Contacts used in case you do not reach your destination in timely fashion.
 - e. If one has difficulty with the app, you should contact kuvrrme@kuvrr.com. Can also email Chief Welch at ewelch@csu.edu
 - f. GPS function can be disabled

F. Standing Committee Reports

- 1) Executive Committee (Steinhaus) 1: 25-1:30
Senate vote on Senate Constitution and bylaws revisions
 - A. Working on faculty Moodle facilitator positions
 - B. Will continue to update faculty regarding meeting on Shared Governance with President
 - C. Emails were sent to Senators who were unattached to a FS committee. 13 Senators have since joined committees
 - D. Note that throughout meeting, only Senators should be voting since we cannot monitor individual votes (honor system)
 - E. Vote on Constitution and bylaws revisions: 14 yes, 1 no, 2 abstain.
Revisions pass. Note faculty at large will have a chance to vote after today
- 2) Academic Affairs Committee (Buck) 1:30-1:32
 - a. Meeting this Thursday. Will discuss issue of spring break
- 3) Board of Athletic Advisor Committee (McNicholas) 1:32-1:34
 - a. First meeting will be next week.
 - b. No fall sports
 - c. Cougar Pride program for philanthropic/giving opportunities within Athletics
- 4) Buildings and Grounds Committee (McNicholas) 1:34-1:36
 - a. Finalized timeline for JDC pool completion
 - b. Discussions involved driveway by library, prairie grass preservation on west side of campus, committee’s participation in shared governance, Tree Campus and honorarium of a tree to retiring faculty, campus physical facilities planning management review
 - c. Minutes will be posted to the Moodle page
 - d. What are the plans for the baseball field?

- 5) Curriculum Coordinating Committee (Steinhaus for Mardis) 1:36-1:38
- a. Discussion with Dr. Daniels regarding a more user friendly system for curriculum actions, including forms and signature processes
- 6) Library Committee (Kolendo) 1:38-1:40
- a. First meeting this Friday. Will establish upcoming projects, things they hope to accomplish
 - b. One returning and four new members. Others interested can contact jkolendo@csu.edu
- 7) Rules and Operations Committee (Raynovich) 1:40-1:43
- a. According to bylaws, members are elected. Proposing to have elections at this meeting
 - b. Concern over non-secure voting on Zoom
 - c. Judy Birgen nominated to continue on committee (Raynovich), McNicholas seconded > Steinhaus moved to table the motion, Goss seconded to table. Reason: action item was not received in time for review, Steinhaus wishes to discuss matters with the committee. Discussion: not filling the seat now reduces them to three members from five that should be elected. Confusion over why members of this committee are elected versus other committees being appointed. Raynovich indicated bylaws were written in 2018 to allow for elected members. Vote: 2 no, 1 abstain. motion carries to table.
- 8) Shared Governance (Hall) 1:43-1:45
- a. Provides faculty the opportunity to contribute to decision making on campus
 - b. Currently establishing who they are as a committee; revising bylaws
 - c. Meet first Fridays virtually at 3pm
- 9) Social Committee 1:45-1:47
- a. No Chair
- 10) Technology Committee (Kang) 1:47-1:49
- a. Will meet this Thursday to review Covid 19 faculty survey that was administered in May to see what actions have been implemented in response to faculty requests/concerns. Will report evaluation in next meeting.
 - b. One person from Tech Committee will be on the DEC to keep continued dialogue with FS
 - c. Faculty names were submitted to CTRE for Moodle help
- G. Report from UPI (Lynch) 1:49-1:54
- a. Agreement of MOU on Covid-19. Has caveat for KUVRR (paraphrased: university may not use data collected from CSU community aside from Covid purposes. May not share data with outside entities)
 - b. Backpay and promotion backpay scheduled to be on October 15 paycheck
 - c. Social distance tailgating Saturday 1-2 in COE parking lot. Box lunches and music.
- H. New Business or Old Business 1:54-1:57
- a. Steinhaus will send out survey regarding spring break to Buck prior to Academic Affairs meeting Thursday

I. Senator Comments/Speeches

1:57-2:00

NA

J. Adjournment

1:57