

ARKANSAS STATE UNIVERSITY
FACULTY SENATE MEETING
January 19th, 2024
HSS 1028

Attendees: Ed Salo, Amanda Mohler (President Elect), Robert Williams, Cherly Knight, Arianne Pait, Kristen Sumler, John Hershberger, Addie Fleming, Andrea Brown, Jessica Curtis, Kim Vickrey, Sarah Scott, Audrey Folsom, Suzanne Melescue, Robert Robinette, LTC J. Morgan Weatherly, DayDay Robinson, Katie Camden, Dwayne Powell, Toccara Carter, Richard Segall, Scott Mangan, Ibrahim Duyar, William Maynard, Bert Greenwalt, Khem Aryal, Gary Edwards, Guolei (Jason) Zhou, Matt Carey, Alexandr Sokolov, Paul Finnicum, David Pearlman, Karen Graham

Proxy Attendees: Angelo Brown for Veena Kulkarni

Guests: Tom Moore

Absentees: Zahid Hossain, Shanon Brantley, Pradeep Mishra, Rollin Tusalem

Meeting Called to Order: Ed Salo established a quorum. The meeting was called to order at 3:00 pm by Ed Salo.

Order of the Day: Motion to approve the order of the day by Andrea Brown, seconded by Sarah Scott, all in favor, motion carried.

Approval of Minutes: Motion to approve the December 1, 2023 meeting minutes by Andrea Brown, second by Paul Finnicum, all in favor, motion carried.

Provost Update/Q&A- Dr. Calvin White: Conducted by Will McLean

- Dr. White unable to attend, Dr. Will McLean present to answer questions
- Thanks for those who attended graduation- high attendance by faculty; appreciated by Provost
- Grades were in on time—great job!
 - Still working on communication about this earlier instead being notified after they are missing
- Faculty mentioned there were classes canceled on the first day of class due to low enrollment or professor changes. Students were scrambling to find additional classes due to scholarships. Earlier deadline for low enrollment courses—not an academic affairs mandate—handled in department or college. Not mandated by academic affairs for spring 2024.
- Canvas issue—LMS link? IT to flip switch to turn things on, like student access to eBook? Can follow up with Will on this.

- Course drop issue with student, didn't attend, but being added to student account—AA doesn't control accounting side. Work with chair and dean. Email Tracy and she can assist as well.
- If you University is closed for inclement weather can we hold classes on Zoom? Will stated that this cannot occur. Is online at all okay? About 5 policies out there-link now dead to fix the errors. You cannot require this unless they are in an online class or hybrid course. You cannot require them to do this while the university is closed. Online courses are fine to continue. If already assigned on a day we are out, you will need to adjust due date. There will be a new, unified, cleaner policy. It will hopefully be updated by Monday.
- Courses for summer and fall due much earlier? Request from the Office of Admissions. There is evidence that suggests that registering earlier helps with retention and planning. 352 additional international students showed up for spring, and this was a good problem to have. There will be an early admission kick-off on Feb 17th for new freshman. Everything will be moved up. Will stated that he thinks it will help us from a planning perspective.
- Census day was pushed back to 25th (due to inclement weather) and will report numbers and enrollment. 30 additional transfer students.
- Who do we send international students to if they have issues getting into classes? Send to the Office of International Programs [International Student Services](#) and they will direct them where they need to go.
- Simple Syllabus—Will deferred to Kevin to discuss.
 - Kevin Hennings- Office of Assessment (khennings@astate.edu)
 - Everyone must upload syllabi to the repository for accreditor. It also helps for students going to other programs that may need course syllabi. The current syllabi repository is old, slow, and on the verge of crashing.
 - [Simple Syllabus](#) is used by other institutions and integrates with canvas. You only have to upload your syllabus into Canvas (instead of also uploading in a separate repository). It has a template format, and we can have as many as we want (by department, college, etc.). Editorial features, pictures, videos, etc. can be included. It populates in learning outcomes, university policies, etc. Instructor info, etc. will populate from Banner. There is also a web interface if you don't use Canvas. Automatically updates if you change assignment dates in Canvas.
 - Nursing has offered to pilot it. Trainings to come in late spring/summer. Trainings will be recorded. It won't be rolled out for everybody until fall. Again, pilot through spring and summer, and roll out in fall.
 - Very similar to typing in to a Word document. It should be a matter of copying and pasting. Working on technical side with ITS and single sign-on (SSO).
 - So far, Simple Syllabus has been great to work with. They could come and speak to Faculty Senate if we'd like.
 - Does it have the ability to be interactive? Yes, you can imbed images and videos.
 - Will it copy when courses are copied or will it have to be re-inputted? Kevin is not sure and will have to check with Simple Syllabus.

New Business:

- Establish a Committee to discuss Equity
 - Liason to Provost's office as they are also working on this.
 - Senators and 1 non-senator: Kim Vickrey, Robert Robinette, Robert Williams, Venna Kulkarni, Eric Scudamore, Jessica Curtis, Addie Fleming, John Hershberger, and Cathy Reese
 - Will discuss best way to integrate with Provost's Office
- Simple Syllabus Program in Canvas
 - See above
- Discuss potential comments to Board about what Faculty would like in a System President
 - The Board of Trustees has hired a firm to look at hiring someone. We should express what we'd like in the next system President. Ed will get comments/statements to write a letter about what we are looking for. Send ideas/comments to Ed and he'll write a letter that we can review at the next meeting and then send forward. Ed will also send something out to remind and ask everyone about this.
- Discussion of new question procedure for Provost and Chancellor
 - Submit questions anonymously through Qualtrics link. It can then be provided to Chancellor and Provost in advance, with the aim that it will speed up the Q&A portion and they can come prepared with answers/data as needed. It will also allow senators, and eventually all faculty to ask questions anonymously.
 - Start with just senators first as a trial run, and then may disperse to colleagues.
- Comments regarding the new semester
 - There are plans to get a workload policy and equity policy in place. The hope is to get those out this spring to be put in place for the 24-25 academic year.

Old Business:

- None

Other Business:

- None

Ed Salo adjourned the meeting at 3:45 pm. The next meeting will be Friday, February 2nd, 2024.