

## **FACULTY SENATE MEETING** **September 28, 2020**

**Members present:** Kalyani Ankem, Janel Bloch, Tracey Bonner, Robert Brice, Ronnie Chamberlain, Susannah Coaston, Amy Gillingham Cunningham, Christine Curran, Charlisa Daniels, Irene Encarnacion, John Farrar, Richard Fox, Kathleen Fuegen, Lisa Holden, Ken Katkin, JC Kim, Kajsa Larson, Christopher Lawrence, Marc Leone, Caroline Macke, Chari Ramkumar, Dana Ripley, Denice Robertson, Sara Runge, Robert Salyer, Lynn Smith, Andrea Lambert South, Brittany Sorrell, Laura Sullivan, Duke Thompson, Jose Saavedra Torres, Lynn Warner, Kimberly Weir, Zach Wells, Darrin Wilson, Kim Yates

**Members absent:** Jason Applegate, David Childs, Rhonda Davis, Jacqueline Emerine, Kebede Gemene, Rich Gilson, Steven Gores, Brian Hackett, Stephen Johnson, Jennifer Kinsley, Jitana Benton Lee, Phil McCartney, Andrea Watkins, Justin Yates

**Guests:** Sue Ott Rowlands (Provost), Michael Baranowski (Faculty Regent), Ryan Straus (Staff Congress Representative), Mia Derks (SGA Representative), Grace Hiles (Faculty Senate Office), Emily Detmer-Goebel, Dolores White, Brooke Buckley, Alar Lipping, Amanda Laskowski, Junko Agnew, Erin Strome, Amal Said, Suk-hee Kim

### **Call to Order, Adoption of Agenda**

The meeting was called to order by Senate President John Farrar at 3:03 pm with a quorum present. The agenda was adopted as distributed at the meeting.

### **Welcome and Introductions**

Senate President Farrar welcomed everyone to the meeting.

### **Approval of Minutes**

The minutes of the August 31, 2020 meeting were approved after corrections were noted – addition of Ken Katkin, Darrin Wilson, and Kim Yates to the members attending.

### **Guest Reports:**

- **President (Ashish Vaidya):**
  - The Fall Leadership meeting last Friday is held every year for leaders of shared governance groups (e.g., Faculty Senate Executive Committee, Staff Congress Executive Team), deans, department chairs, etc. Over 100 attended with break-out rooms/sessions to discuss the annual agenda that is a strategic framework check-in – how it is going, what has been learned, and what will be next steps.
  - A campus message will be released tomorrow that will address the rest of the semester and the plans for spring semester. The president said that it will most likely not come as a surprise, but the difficult decision was made not to hold an in-person commencement in December. A variety of ways to do so were considered; however, the upcoming flu season and COVID-19 still a reality does not allow the option for the traditional commencement ceremony.
  - Spring semester classes will look very similar to fall classes—limited in-person, hybrid, with about 1/3 having an in-person component. One change is that the traditional

spring break will be replaced with three additional campus holidays —Monday, February 12 (President’s Day), Friday, March 12 (Friday of what would be the traditional spring break week), and Friday, April 2 (Good Friday). The rationale for this is the risk associated with travel during spring break. Martin Luther King Day, Monday, January 18, will be virtual with details forthcoming.

- The upcoming holiday schedule has been revised, beginning Monday, December 21, returning January 4. Faculty/staff will also have the Wednesday before Thanksgiving as a holiday; it is important to pay attention to our own wellbeing and self-care at this time.
  - There will be an announcement later this week about pension discussions with staff.
  - The Vice President of Student Affairs search is in the finalist stage. There will be five finalists throughout this week and next week.
- **Provost (Sue Ott Rowlands):**
    - NKU is holding its own in terms of COVID so far; as of today there are eight rolling cases. Almost all eight are all non-residential students and there are no faculty/staff.
    - The Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) response report has been submitted, as a result of the university being put on warning for the need to complete a full cycle of Gen Ed assessment and for the need to provide additional resources/support for Stealy Library. NKU should know the outcome of accreditation in December.
  - **Faculty Regent (Michael Baranowski):**
    - The Board of Regents (BOR) met September 9 and the agenda included the campus master plan, College of Arts & Sciences, and a pension update.
    - The next meeting is November 11.
  - **Staff Congress Representative (Ryan Straus):**
    - The next meeting is November 9.
  - **SGA Representative (Mia Derks):**
    - Upcoming events include a session on electoral literacy with several professors and staff, as well as a town hall on racial equity.
    - Next Monday there will be a campus safety walk of several SGA members and faculty/staff to identify places of physical safety concern.

#### **Officer Reports:**

- **Senate President (John Farrar):**
  - The Executive Committee has meetings scheduled to meet with candidates for the Vice President of Student Affairs position.
  - At the Fall Leadership meeting, the group continued to work on the first five initiatives, with diversity, equity, and inclusion areas of emphasis within those initiatives.
  - The search committee for the new provost met on September 16 to broadly review a list of active prospects. Candidates are not being eliminated or ranked at this point; the search firm is making sure the candidates being recruited are aligned with the committee’s expectations. There is a good breadth of candidates so far.
  - Nominations for the Academic and Admissions Policy Committee (AAPC) will be voted on in New Business at today’s meeting.

- The current Final Exam policy is included with meeting materials. This will be an item for future review, to see if changes are needed to the policy.
- There were a number of nominations and volunteers for the BLM Senate ad hoc committee. The committee will be composed of:
  - David Childs, chair
  - Suzannah Coaston
  - Yaw Frimpong-Mansoh
  - Daryl Harris
  - Vanessa Hunn
  - Eric Jackson
  - Tamara O'Callaghan

Senate President Farrar will meet with the committee to give them their charge.

- **Secretary** (Laura Sullivan):
  - Taking attendance via Zoom has its challenges; she asked everyone to make sure they are identified by name on the screen (not email address) and to let her or Grace know if they are attending as a guest.

#### **Committee Reports:**

- **University Curriculum Committee** (Richard Fox):
  - UCC's next meeting has been cancelled and will be handled via email.
  - Shauna Reilly and Mark Niekirk will attend an upcoming meeting to present a proposal to create a new designator for courses that contain a service learning component.
  - CPE has changed the full program proposal process--we no longer need to submit a preproposal. Full details will be sent to the UCC listserv once they are available.
- **Budget** (Janel Bloch):
 

The committee will meet this Wednesday and hear updates from Mike Hales, Chief Financial Officer (CFO).
- **Benefits** (Charlisa Daniels):
  - The committee met on September 2. Sabbaticals and their evaluation was discussed.
  - Faculty Development award submissions are due October 6.
  - Annual open enrollment begins October 30.
- **Professional Concerns** (Kathleen Fuegen):
  - The committee will review sections of the handbook related to librarians at their meeting this Thursday.
  - They will also discuss the interim Sexual Harassment policy.
- **TEEC** (Chris Lawrence):
  - The committee has full membership, with representation from all colleges, Chase, and the library.
  - They will be working with Ande Durojaiye, Vice Provost for Undergraduate Academic Affairs, on course evaluations.
  - They also will collaborate with the Academic Integrity Work Group and the Mental Health Advisory Group.

- **General Education Committee** (Kimberly Weir):
  - Emily Detmer-Goebel, Interim Faculty Director of General Education will host an Open Forum via Zoom on Tuesday, October 6, to launch a Call for Proposals for possible innovations to the Gen Ed Program (e.g., what changes are needed, how can Gen Ed be reshaped to align with Success by Design). The forum will be recorded if you cannot attend.
  - This year the committee will review and revise the program now that the five year cycle is complete. So, the committee will not be taking new proposals this year.
  - The committee will also consider a pathway proposal to the Gen Ed program. One benefit is that this would not require a complete program overhaul. They will look into other institutions with this in place.

**New Business:**

- VOTING ITEM: UCC recommendation to remove Faculty Senate from approval process for new certificate programs. Due to a change within CPE, this is no longer needed or required. APPROVED.
- VOTING ITEM: AAPC representatives. The Faculty Senate is to designate five representatives — one from each college (Arts and Sciences, Business, Education, Health and Human Services, and Informatics), to serve on the Academic and Admissions Policy Committee (AAPC). This committee meets once a month and consists of just over 20 members. Its charge is to “review, revise, develop, and recommend academic policies for undergraduate students, including policies relating to university-wide admission standards, academic standing (warning, probation, suspension), academic renewal, transfer of credit, non-traditional credit, course repeats and withdrawals, graduation requirements, etc.” More information about the committee can be found on its website at <https://inside.nku.edu/viceprovost/aapc.html>. We have also been provided the opportunity to have a non-voting ad hoc representative from PCC.

AAPC nominations from Faculty Senate are:

- Rick Boyce – CAS
- Sandra Spataro – COB
- Mike Dicicco – COI
- Hongmei Wang - CO
- “Open” – COHHS
- Tom Baxter – UCC
- “Open” – PCC non-voting representative
- A motion was made that Rick Boyce be removed from the list of nominations due to a collegial governance issue. The motion failed on lack of a second.

Elections Committee nominations are:

- Greg Hatchett, Chair – COHHS
- Mike Waters – CAS
- Susan Burdvig – COI

Committee members APPROVED.

**Adjournment**

The meeting was adjourned at 4:12 pm.

Respectfully submitted,  
 Laura A. Sullivan

# FINAL EXAMINATION POLICY

**POLICY NUMBER:** RESERVED FOR FUTURE USE

**POLICY TYPE:** ACADEMIC & ADMISSIONS POLICY COMMITTEE

**RESPONSIBLE OFFICIAL TITLE:** VICE PROVOST FOR UNDERGRADUATE ACADEMIC AFFAIRS

**RESPONSIBLE OFFICE:** OFFICE OF THE VICE PROVOST FOR UNDERGRADUATE ACADEMIC AFFAIRS

**EFFECTIVE DATE:**1/28/2013

## I. POLICY STATEMENT

All classes will meet during the officially scheduled time for the final exam as published on the registrar's website. During the scheduled exam time, the faculty member will either administer a final exam or, if an exam is not warranted, provide some other meaningful course-related experience.

A take home final exam does not eliminate the need to use the final exam time to either administer an in-class exam or provide another meaningful course-related experience.

No student can be required to take more than two final exams on the same day. If more are scheduled, it is the student's responsibility to contact the faculty no later than the 14th week of the semester (or its equivalent) to work out a plan to move one of the exams to a different date. If none of the faculty agrees to a different exam date, the faculty member giving the third exam of the day is required to arrange a different date for the student to take the exam.

## II. ENTITIES AFFECTED

Faculty and Students

## XII. REFERENCES AND RELATED MATERIALS

### REVISION HISTORY

REVISION TYPE	MONTH/YEAR APPROVED
New Policy	01/28/2013
Choose an item.	
Choose an item.	
Choose an item.	
Choose an item.	
Choose an item.	
Choose an item.	