

Representative Faculty Senate Meeting
Monday, September 14, 2020 – 1:45 PM

Meeting Minutes

Attendance: 67 Senators attended the virtual meeting

1. Call to Order

The President called the meeting to order at 1:45 PM.

2. Approval of Minutes: March 19, 2020

Meetings minutes from the March 19, 2020 meeting were under review. The President called for any changes or additions to the minutes. There being none a motion was made to approve the minutes. The motion was seconded. A vote was taken, and the motion was carried unanimously.

3. President's Report: Rafael Porrata-Doria

Item 1: President Porrata-Doria made opening remarks about the disposition of the Representative Faculty Senate (RFS) and the work of the Faculty Senate (FS) throughout the COVID-19 pandemic. The meeting of the RFS held in March was attended by several TU Administration who took questions from attendees. The meeting was open to all faculty.

As a result, the FS President and Vice President were invited to attend meetings of the COVID Cabinet assembled by Central Administration. The President and Vice President, in consultation with the FS, have shared faculty ideas and information with members of the cabinet to very positive reception.

A similar special meeting of the faculty was held in August where 80+ questions were received from faculty and answered by Central Administration via written response disseminated through the FS listserv. The President noted the efforts of Central Administration in supporting faculty and making very difficult decisions. The President called for suggestions, comments, etc. related to COVID noting that these items would be shared with the COVID Cabinet.

Item 2: The President reported on a contact from the FS TUJ containing a request for representation on the FS TU. After consulting the FS Constitution and By-Laws, it was noted that as full-time faculty of TU, TUJ members are eligible for inclusion and would be invited to participate.

Item 3: The President discussed the re-design of the Faculty Senate website and the final site is in the queue to go live in the very near future.

Item 4: The President announced and congratulated Anna Peak who was recently named as the Editor of the Faculty Herald. More information related to the publication will follow.

Item 5: The President announced that meetings of the RFS would be completely online the remainder of the semester and likely the remainder of the academic year. Meetings will continue to take place on Zoom as the platform has made it much easier for many members to attend meetings.

When it is possible to meet in-person at some point in the future a hybrid option will be available for those whose attendance on Zoom is more desirable.

Item 6: The President called for any questions, comments, etc. from the group.

A member thanked the President and Vice President for their work on the COVID Cabinet and asked about the timing of the decision for the mix of in-person and online classes for Spring 2021, what the decision process would entail and what the process for accommodations might be.

The President responded that most decisions for the Spring semester are generally made by late September or early October. Most recent information indicates that Deans of each School/College have been asked to consider these issues for Spring semester. The President stated that these decisions have not been finalized and noted several options that have been discussed to date.

The Vice President commented that their understanding was that the reports from the Deans are not due until mid-October. The member further commented that faculty members should work through their Collegial Assemblies to share information with Deans through this mechanism. The VP noted that however the information is collected the need for faculty input into these decisions is critical.

A second member asked how decisions were being made about which faculty will teach in-person vs. online, etc. The President noted that it was their belief that no decisions have been made to date.

Another member noted that the issue related to Fall semester was that decisions were made prior to start of the semester. In this case there is time to plan and seems to be a better understanding of the options. The member noted reaching out to your Associate Dean might be helpful. The VP shared that some decisions have been made and shared what was known to date noted that 90 – 95% of classes will be online in Spring leaving in-person generally to clinical and studio art courses.

A member asked a question about the Budget Committee as they are a new member. The VP noted that the Chair of the Budget Committee retired, and a meeting would be held to elect a new chair.

4. Guest: Stephanie Laggini Fiore, CAT: Updates on the newer protocols/issues/lessons learned in this new semester.

The President welcomed Fiore as our guest speaker. Fiore began remarks by congratulating the faculty on their outstanding work and commented on the number of faculty attendees at CAT workshops, consultations, etc. and encouraged members to reach out individually as well. Fiore reported on the need to clear out Zoom recordings and save locally where needed but also noted that there may potential for FERPA violations when reusing recorded materials. Fiore noted guidance will be out related to this topic soon.

In a related note, Fiore noted that some students may have recorded Zoom sessions and are reposting in ways that violate student conduct. Fiore shared the link to this information which can be found at <https://teaching.temple.edu/zoom> There is information related to using Quickly which is the attendance software adopted for use. You can learn more about this program and policy here <https://teaching.temple.edu/return/learn-tools>

Fiore also shared information related to students having their cameras on during class and noted several reasons students may not desire to be on camera. As an instructor you can make decisions related to requiring students to be on camera. Fiore noted that how you manage this practice including engaged participation, issues of bandwidth, and the need for students to be engaged during the class.

Fiore noted that there is a blog on the CAT website and of note students living abroad may have some issues that need to be attended to by faculty members.

Fiore also noted that boot camps for faculty members noted that some faculty have low computer literacy skills and invited faculty members to please speak with CAT as well as encourage others.

Fiore asked for faculty to answer the question “what have we (CAT) not offered you that would help you with your teaching?” Fiore asked members to place their answers to this question in the chat.

Fiore shared the following lessons learned:

- Clarity of expectations for your students is critically important to success when managing multiple online courses at once. Focus on the goals.
- The importance of being a reflective teacher is clear during current circumstances. A worksheet for self-assessment and an ability to be flexible and adjust is critical.
- Community – it’s all about community! Faculty speaking to one another, sharing ideas, learning from each other is incredibly important to develop our teaching, relieve isolation and find support. This should include your adjuncts and how we connect them to our departments, missions, etc.
- Faculty development – a little goes a long way. We need to keep developing our skills as it will make us more agile.

Fiore reviewed and commented on items in the chat. Including a variety of ways to connect adjuncts providing practical information as well as mentorship. Connect your new adjuncts with CAT right away – they can be added to trainings by CAT personnel.

What is upcoming: As SFFs use has been changed by the new TAUP contract, CAT is looking at better ways to evaluate teaching and help faculty to develop their teaching.

The new SFFs are rolling out and faculty will have the option to add questions for their formative purposes and can also decide who to share this information with if anyone. CAT is hosting workshops on how to choose/add these questions. CAT is also offering a University-wide discussion on “cheating” and the book “Cheating Lessons” will be a mechanism for these discussions.

Current events are contributing to student and faculty stress. CAT is hosting workshops and tools to better understand these issues in the classroom. Compassion is the word of the day.

CAT is currently conducting a study and focus groups related to the changes we are

experiencing. If you are still interested in participating, you can do so by contacting Fiore who reiterated that this is a confidential process. Fiore noted that the information learned will be shared when possible.

Fiore closed her comments by noting items members placed in the chat and will use this information to support CAT's work going forward. Fiore then called for any additional questions. A member asked about the difficulty in finding time for some of these activities. Fiore suggested using Microsoft Teams as a way to discuss these issues in your departments, set-up a Canvas site for your department, or use a listserv.

Another member asked for practical guidance on the amount of work students should be doing outside of class. Fiore stated that the considerations should be around what additional practice will support student learning and mastery.

Another member asked in what platform they could communicate with students from China. Fiore mentioned that Microsoft Teams and One Drive would work.

The President thanked Fiore for their presentation.

5. Vice President's Report: Kimmika Williams-Witherspoon
Item 1: The VP reported on the committee vacancies list which is extensive due to attrition. The VP asked for members to consider each opportunity and to encourage others to do so as well. The VP reviewed the list of vacancies and it was distributed to the group via email prior to the meeting. A clarification was made that all full-time faculty are eligible to volunteer for faculty senate committees as well as adjuncts.
6. Old Business
None noted.
7. New Business
None noted.
8. Adjournment
A motion was made to adjourn the meeting and the motion was seconded. A unanimous vote followed, and the motion was carried. The President adjourned the meeting at 3:10 PM.

Next Meeting: Representative Faculty Senate, Wednesday, October 14, 2020 – 1:45 PM

Respectfully Submitted: Lisa A Ferretti, Faculty Senate Secretary

Representative Faculty Senate Meeting
Via Zoom – 1:45 pm
Videoconference: HSC, MERB 342 – AMBLER, LC301
Meeting Minutes

Attendance: One hundred ninety senators attended the meeting online.

Call to Order: The President called the meeting to order at 1:30 PM.

The President provided an overview of the reasoning and process for this special meeting of the faculty senate as a forum for faculty attendees to address concerns related to important changes and concerns related to the coronavirus response at Temple's U.S. campuses. It was noted that all questions provided in the chat would be provided to TU Administrators' following the meeting and responses will be managed through the Faculty Senate Office in consultation with the Delaney, the liaison appointed by Provost Epps. The session was also recorded, and the link distributed to all attendees along with a verbatim transcript.

The President introduced the guest speakers who each made opening remarks.

Guests:

- Kevin Delaney, Vice Provost for Faculty Affairs.
- Michelle Masucci, Vice President for Research.
- Stephanie Fiore, Asst. V. Provost, Ctr. for the Advancement of Teaching.
- Daniel Berman, Vice Provost for Undergraduate Studies.

Nina Gentile (from Temple Health) shared information about virus testing that is happening.

The President thanked each guest speaker for attending and answering questions to the best of their ability. If there are additional questions, please email them to Senate@temple.edu

These questions will be passed on to Delaney (the faculty liaison for the crisis) and we will post information as it becomes available through the Faculty Senate listserv.

The President also noted that the Senate will continue as usual in an online forum. Additionally, Senate elections are expected to proceed as planned. If anyone is interested in joining elected committees, please find more information on the Faculty Senate website. Our next meeting will be held April 15th via Zoom. If there is a need for additional forums, we will work to arrange those.

Adjournment: A motion was made to adjourn the meeting at 3:02 PM. The motion was seconded and a unanimous vote to adjourn was carried.

Faculty Senate Committee Vacancies – Fall 2020
Updated September 11, 2020

COMMITTEES	VACANCIES
Bargaining Units Liaison Committee https://www.temple.edu/senate/committees/bargaining-units-liaison.html	2
Budget Review Committee http://www.temple.edu/senate/committees/budget-review.html	5
Committee for Administrative and Trustee Appointments http://www.temple.edu/senate/committees/administrative-trustee-appointments.html	6
Committee on Faculty Disabilities Concerns http://www.temple.edu/senate/committees/FacultySenateTempleUniversity.htm	1
Committee on the Status of Faculty of Color http://www.temple.edu/senate/committees/status-of-faculty-of-color.html	1
Faculty Herald Advisory Board http://www.temple.edu/senate/committees/faculty-herald-editorial-board.html	4
General Education Executive Committee (GEEC) https://www.temple.edu/senate/committees/general-education-executive.html	3
Lectures and Forums Committee http://www.temple.edu/senate/committees/lectures-forums.html	1
Personnel Committee ELECTED <i>Should be tenured professor to serve on this committee</i> http://www.temple.edu/senate/committees/personnel.html	3
Research Policies and Programs Committee (RPPC) ELECTED https://www.temple.edu/senate/committees/research-programs-policies.html	1
Standing Committee on the Continuous Revision of Faculty Handbook http://www.temple.edu/senate/committees/standing-continuous-revision-handbook.html	1 barg 1 non-barg
University Sabbatical Committee (Provost Cmte.) ELECTED <i>(No more than one faculty member per school/college may serve at one time)</i> http://www.temple.edu/senate/committees/university-sabbatical.html	6
University Tenure and Promotion Advisory Committee (Provost Cmte.) ELECTED <i>Only tenured full professors may serve on this committee. (No more than two (2) faculty members from any school/college may serve at any one time. Faculty shall serve a two-year term. Term for this committee begins in the Fall semester.</i> http://www.temple.edu/senate/committees/university-tenure-promotion-advisory.html	
UTPAC-A: Humanities and the Arts	1
UTPAC-B: Sciences, Life Sciences and Engineering	3
UTPAC-C: Social Sciences, Business and Law	2

Faculty Senate Committee Vacancies – Fall 2020
Updated September 9, 2020

<p>Placement Assessment Committee</p> <p>The Placement Assessment Committee oversees university-wide placement assessment guidelines and practice. Recognizing the importance of accurate course placement for incoming freshmen and transfer students, the committee reviews placement assessment guidelines with the current needs of the university and makes recommendations for enhancements. The Placement Assessment Committee is a standing committee comprised of faculty members and representatives from key administrative units and support centers including Undergraduate Admissions, Undergraduate Studies and the Student Success Center. The committee usually meets once a month in October, November, December, and January. Most of the work wraps up by the end of January, as that is when the committee sends any recommendations for enhancements to the Provost.</p>	<p>2-3 Faculty Nominations</p>
<p>If you are interested in serving on any of these committees, please send a brief statement of interest and bio link to Kimmika.Williams-Witherspoon@temple.edu (Copy senate@temple.edu)</p>	