# Faculty Senate

# Meeting Minutes

## August 17, 2020

1:00-2:45

1. Call to order
2. Welcome from Dr. Blanson

*Welcome back to the new school year. Dr. Blanson congratulated Kimberlee for her new role and referred to her as a great person who is very faculty & student-centered with great ideas in mind. He stated that he takes the position of Faculty Senate very seriously and looks forward working with Kimberlee.*

*Dr. Blanson requested faculty support when campus opens to students. He encouraged everyone to follow the protocols in place to prevent putting the entire campus at risk. He reaffirmed that social distancing must continue among us and also to encourage students to do the same.*

1. Welcome and Updates from Dr. Yannuzzi

*Welcome to the new school year. Dr. Yannuzzi’s goal is to make faculty feel supported and to keep faculty informed about every decision made during this unprecedented time. She assured faculty that the college is doing everything they can to keep everyone safe. She encouraged faculty to let her know if any questions arise, at any time.*

1. Library Resources from Christine Ramsey

*The library director and staff worked very hard over the summer to transition their services online. Christine will send an email on 8/19 with the services available to faculty, and several multi-disciplinary and very helpful resources. She will re-send a survey she had sent a few weeks ago for feedback. The library is trying to work with publishers to find alternative ways to get resources for students, at least some chapters, at no cost. The LSC-NH library YouTube channel has a lot of helpful videos that faculty can use to teach online. Ask for help if needed. She will present at the Faculty Institute on 8/18 for questions. The MAC Lab has a website for appointments and also some pop-in hours. Contact the MAC Lab for more information.*

1. Communities In School (CIS) Student Resources from Holly Heil and Matthew Hernandez.

*Holly started in January and Matthew started on March. Together they bring a lot of experience into CIS. CIS is a national non-profit organization that helps students and encourages them to stay in school. Examples of services they provide: guidance and counseling, referrals for emergency needs, help filling out forms to request government assistance, mental health services, academic support, study skills, study organization, COVID19 relief efforts, etc. CIS received miscellaneous grants and students were able to get some of the funds (45 students received money). They also received a grant from United Way and one student received $1,000. CIS used their emergency fund and 1 student received $200.00. CIS continues to do a lot of one-on-one service virtually, via text and phone calls. Students can learn about the CIS in the LSC-NH website. During the summer they sent relief packages and school supplies to several students. Several events in mind for Fall 2020 (including possibly crisis fatigue and compassion fatigue workshops). CIS encourages faculty to put their information on their syllabus.*

1. Writing Center Updates from Tara Edwards/ Allison Wright and Shannon Berry Jenkins

*Goal is to be a writing center across the curriculum. Any discipline is welcome to incorporate writing into their classes. They set up a new website where students can register and pick the type of support they need. They can find a tutor and connect via email and/or video chat. Encouraged faculty to embedding tutors in D2Lto help students. Faculty can also contact writing center to go over their writing assignments before giving them to the students to make sure the assignment ‘makes sense’.*

1. CatV Food Pantry update from Erin Ranft (Alana Aleman unable to attend meeting)

*A lot of the food that was at the pantry before Spring Break was packaged and was distributed among the students during the summer. Supplies are depleted but they are thinking about different options to re-stock the pantry. For now, pantry services are very limited.*

1. Thank you to Outgoing Officers

*Thank you for 2 years of dedicated service. New officers have big shoes to fill. Professor Guillory has been instrumental in the transition.*

1. Welcome to incoming Officers

*Two returning officers. Welcome to everyone.*

1. Welcome new faculty and Faculty Excellence Award Winners

*New Faculty: Mathew Berta/ Logistics, Eric Martinez/ Machining, Bo Zhao/ Mechatronics, Carmen Castro/Construction Supervision*

*Fall 2019 Faculty Excellence Award Winners: Traqina Emeka/Criminal Justice, Anupma Gupta/Biology, Katherine McGittigan/Library, Erich Polack/Spanish*

1. Return to building tour

*There is a person cleaning the door every time someone comes. Students can get a mask if they don’t have one. Stickers are on the floor indicating 6ft distance. Check-in table (students fill out a form, faculty is online). Temperature taking machine. Machine detects if you are wearing a mask or not. Water fountains are disabled. Maximum capacity numbers are clearly posted. 1person allowed in elevators. 2 people maximum in restrooms. Foreseen challenge: stairs. Picture of ‘The War Room’, where administrators meet to discuss how to proceed. Lots of signs with instructions and reminders to social distance throughout campus.*

1. Officer Updates

*Janice Hartgrove-Freile Faculty Award: Unable to do the Spring awards. Plan to mix the awards in the Fall. Call for department representatives.*

*Shirley Ennis- Faculty Emergency Fund: New fund. Zero dollars. Goal is to develop an account, develop a subcommittee, connect with the foundation, develop guidelines & processes. Anyone is welcome to join the committee.*

*Erin Ranft- Student Emergency Fund: A couple of hundred dollars available. Goal is to find the way to support students. Usually $15-$75 max. There is already a committee in place. Reach out if you have a student in need. Encouraged faculty to put information about this fund on their syllabus.*

1. Champions of Diversity and Inclusion Information

*Brand new. Proud to be the first campus to implement an award to recognize faculty and staff for their work promoting diversity and inclusion. Call for committee members. Details are still in progress. Contact Kimberlee if interested in participating in the committee.*

1. Incoming questions and issues to be addressed

*Floor open for questions.*

1. *One request was made to have buildings entrance doors to open indoors to reduce hand contact.*
2. *Face-shields are not enough, you must wear a face-mask.*
3. *Must wear a mask at all times while on campus.*
4. *More janitors are around all the time cleaning doors, hand rails, knobs.*
5. *If someone tests positive for COVID19, the entire area where that person was will have to quarantine for 14 days. Plan is to have students in ‘sections’ to reduce contact.*
6. *September 8th is still first day for hybrid classes.*
7. *Faculty will be allowed to ‘tour’ the campus but need to contact Dr. Yanuzzi for permission. Faculty need to request VPI or Dean to get approval to go to their office.*
8. *LSC-NH is currently serving as a COVID19 testing site.*
9. *College may cover student’s testing costs (Kimberlee to check).*
10. *Questions about COVID19 will be put together and will get answers and clarity from LSC official.*
11. *Mario Castillo said he is following higher guidelines than the CDC guidelines.*
12. *Three buildings are open. Many doors are locked. Currently trying to get more temperature checking machines for every entry. Need volunteers to man the check-in tables at building entrances.*
13. *Spring Early College is still meeting on NH campus. Unclear about how they are going to return to campus. History classes for early-college are online.*
14. *College is hoping to have a test proctoring service available on campus. Not sure if will be free. Also, hoping students have access to computers on campus by appointment. Faculty to be aware that a lot of students are using their phones to take classes.*
15. *Laptop distribution for students who applied and were approved begins 8/18.*
16. *Book fund donor $5,000 for students to buy books or computer, contact Kimberlee.*
17. *College not charging fee for taking online classes at this time. Lab fees are different.*
18. *Kimberlee to attend a LSC-Vice-chancellors meeting next week. Email her if you have anything you would like her to ask (not covered before).*
19. *Kimberlee promised shorter emails ☺*
20. *Coming soon: Faculty Institute 8/18; Adjunct Boot Camp 8/22; Faculty Workshops Throughout Fall 2020*

1. Upcoming meetings and thank you

**Upcoming Faculty Senate Meetings will be:**

Week of September 17th

Week of October 14th

Week of November 17th

Actual Date and Time to be determined soon

**Upcoming Board Meetings will be:**

August 20, 2020 (Regular Meeting at 10 a.m. via WebEx)

September – TBD

October 1, 2020

November 5, 2020

December 3, 2020