



**UNIVERSITY OF SOUTH ALABAMA**  
**Faculty Senate**

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**Plenary Session**

**August 19, 2020 – Zoom – 3:00 pm**

**MINUTES**

Present: Faculty and Guests

- Adams, Jamie
- Amare, Nicole
- Beebe, Donald
- Bunch, Jaclyn
- Cesarini, Pat
- Chow, Al
- Cleary, John
- Cloutier, Robert
- Donaldson, Amanda
- Copeland, Donna
- Broach, Ellen
- Estis, Julie
- Feldvoss, Joerg
- Fregeau, Laureen
- Gecewicz, Chimene
- Halbrooks, Johns
- Hossain, Mohammad
- Keshock, Christopher
- Jordan, Kimberly
- Lemley, Trey
- Lewis, Drew
- Lin, Mike
- Lynch, Colleen
- Manders, Jeannete
- Magnin, Sarah-Koon
- McCready, Susan
- McKinney, Dawn
- Myers, Charlene
- O'Connor, Tracy
- Pai, Sachin
- Pelekanos, Sharon
- Ponnambalam, Ananthasekar
- Raczkowski, Christopher
- Rayner, Jonathan
- Rinehart, Jason
- Sayner, Sarah
- Scott, Shanda
- Shepard, Beth
- Sittig, Scott
- Spencer, Edmund
- Swanzy, Debra
- Sweeney, Bob
- Thompson, Tara
- Turnipseed, David
- Vandewaa, Elizabeth
- Webb, Brett
- Weber, David
- Young, Stephen
- Zlomke, Kimberly
- Meeting called to order 3:00 pm
- Approval of Minutes: Minutes Approved
- Approval of Agenda: MMSA
- President's Report

- John Cleary reported that this is the first FS Plenary meeting for the academic year and that for the fall semester all the meetings will be by Zoom.
- John shared the FS vision for the upcoming year to include the following goals:
  - Transparency
  - Communication
  - Faculty governance
- John requested that all caucus leaders, chair of a FS committee, and or a representative of the FS on a University committee to go in to one of the three forms in Google Drive the Monday before the scheduled FS Plenary meeting to provide a quick up-date on what the committee is doing, whether the committee met or not, and whether they have a report for the next FS Plenary meeting.
- Updates:
  - Enrollment: John reports that enrollment looks positive and is up over last year by 1.55%, which is about 215 students.
    - Freshmen were about even, transfers were a little bit lower, graduate enrollment was up, and undergraduate retention was up a bit.
    - John reports that there are some weaknesses, 40% decrease in international students, which is approximately 150 students. September 1, 2020 will be when the official numbers will be available.
    - There are 900 more students, and there were more admittance letters given but the yield on those students is down.
    - Another area of concern John reported is that of student voids. Student voids are when the student has an unpaid balance on a certain date are (kicked out) but many of them return. Voids have been up this year, although there has been more leniency and administration are working with financial services to reduce the number of voids.
    - John reports that the forecast is between being down 3% to up 1%, which is promising. The student credit hour count is down but the head count is up. Last year the census count was 14,397 students, and the forecast is between 13,965 to 14,540.
    - John took questions related to enrollment, including the 900 students that John reported were due to local recruitment due to COVID-19. Students were accepted even if they had not taken the ACT (they were accepted on high-school GPA). Applications were accepted with new fees that resulted in an increase yield.
    - John answered questions related housing and meal plans and he reported that there are currently 1900 students (and that is strong considering the circumstances), John reported that he did not have numbers as how that compares to last year.
  - Budget: John reported that the University got a 2.7% from the state, which is approximately 2 million dollars. Administration is concerned that there could be a reduction by the end of August, but it has not happened yet and are certain that it will not happen.
    - There was also a \$2.1 billion adjustment by identifying positions that were vacant and had not been filled.

- Budget position looks good at this point and administration is hopeful that they may be able to end the salary cuts for the 12-month employees. However, it is dependent on whether campus shuts down or not related to COVID-19. Administration is hopeful that there will be no more salary reductions.
  - Questions concerning hiring and promotion were asked. It was reported that faculty that had promotions already in the works would go ahead and be granted. Faculty asked if the FS Excom could get further clarification on conditions for future promotions.
  - John reports that the Excom committee stressed in the last Excom/admin meeting that if there are any further salary cuts that the administration consider a tiered approach to those cuts.
- USA Foundation Updates: John reports that last year the USA Foundation gave approximately \$10.6 million of which, \$2.6 million were used to support faculty, 220,000 was provided for faculty travel, \$1.1 million were donated to fund scholarships, and 6.8 million went toward academic programs.
  - The Foundation reported that they feel strong about the current market and their investments.
  - John reported that the Foundation's net assets were \$387,123,000, investments in stocks were valued at \$157,457,000, timberland investments valued \$167,790,000, real estate and other investments total \$61,876,000, and general expenses were below the national average.
- Campus Opening Update: FS Excom put a list together from faculty meetings and John reported that he was challenged to go to the website to see what questions had already been answered and from that he will put a comprehensive list together of faculty concerns to take to Administration.
  - John asked if other faculty experienced the unavailability of having cleaning supplies in all buildings to clean between classes. He reported that cleaning supplies had to be requested and that the Deans need to fill out the form to request the materials.
- COVID-19 Report: The COVID-19 Response Coordinator, Julie Estis was present at the meeting to answer questions and to give a report to faculty.
  - Julie thanked all faculty for everything they are doing to prepare for teaching during the pandemic. She reported that students received communication outlining the requirements for returning to campus and posted the link to the re-opening page at the University website. A resource that is included on this webpage is a re-entry checklist for students, which includes COVID-19 testing for students.
  - Julie reports that there are three components to re-entry: Screening (in RedCap), training (over 6000 students have completed the Canva training), and the testing component.
  - Julie reports over 6,000 students have been tested or have registered for testing. Students are still in the queue to be tested and work is ongoing to remind the students to complete their testing. Through the guide safe entry system for asymptomatic students, 12 students tested positive and 4,813 tested negative for a 0.03% rate for positive tests (but to keep in mind these were prior to students coming to campus).

- Julie reports that there is no clear information (yet), as to how the reporting of positive cases will be done. The testing is one component, we have distancing, the masking requirement, and contact tracing.
  - A question was asked about the standard operating procedure with a caveat that individual colleges may do work in addition. A self-completed checklist with temperature range, new symptoms, and exposure question will be conducted within the Jag check system. Any student that get a yellow or red screen after completing the self-check then they need to go to student health. Compliance is a systematic approach; the student gets alarm reminders to complete it. The student gets a passport check (green screen) to be able to attend class.
  - It is set up for students and faculty and everyone is encouraged to get into the pattern to do it. If it is not completed within 3 days in a row, then a notice will be received to complete it. If it is not completed within 24 hours after that then the warning will be escalated to Student Affairs or HR for employees.
  - Julie reports FERPA and HIPAA requirements, which govern what we can report. Only people that are considered a close contact will be notified by contact tracing. Faculty will be notified of students that are excused but not will be told whether it is due to an exposure or to a positive test result.
  - Julie reported that medical clearances are routed through student health and emails will go to faculty.
  - Julie reports there will be a Zoom meeting Friday, August 21<sup>st</sup> from 1:30-3:00 at <https://southalabama.zoom.us/j/99436019456>. with Casey Daniel, the testing coordinator to talk about best practices in the classroom.
- Canvas Updates/Issues: With the transition from Sakai to Canvas, John asked if anyone has any questions or concerns. He requested that if anyone has any concerns to send them to him and he will get those concerns to Raj Chaudhury at the ILC.
- University Committees & Faculty Committees: Faculty insurance premiums are going up for 2020-2021. There is another Fringe Benefit Committee meeting next week. John reports that administration is looking at ways to mitigate the costs of the increase for faculty.
- Caucus Leader Report: No report
- New Business:
  - Proposal of the Diversity and Inclusion Ad-hoc Committee: John reported that the FS Executive Committee (Excom) is proposing the creation of a Faculty Senate Diversity and Inclusion Committee.
    - The Excom believes this is an important step in creating a more diverse and inclusive campus. Although the University has committees that address diversity and inclusion, it is important for the faculty senate to establish a committee to address these important topics. A FS committee can act on its own, set the agenda, and work on issues both in collaboration with and independently from the University level committees. In addition to the faculty senate membership, the following are also proposed as ex officio members: The

University Chief Diversity and Inclusion Officer (Dr. Paul Frazier), Associate Dean of Diversity and Inclusion & Assistant VP for Medical Affairs (Franklin Trimm), The chair of the Diversity and Inclusion Committee (Dr. Mike Mitchell).

- FS is free to create adhoc committees and only takes a simple majority vote at the meeting, if after a year the committee can be elevated to a standing committee with a faculty member bringing it up for a vote with a 2/3 majority vote. A vote was called, and the motion carried by a majority vote.
- John asked if any faculty are interested in serving on the Diversity and Inclusion committee, to let Beth know.
- Other:
  - Changes to the by-laws are being proposed including formatting and a section on what to do if an officer can no longer serve.
  - John reports that a name change of the Technology Committee to the Teaching and Learning Committee is also proposed. John reported that he will get those proposed by-law changes to the senators.
  - A faculty Bill of Rights has been discussed and a draft is being developed.

Adjournment: MMSA 4:29 pm

Minutes transcribed by Donna Copeland