

UNO Faculty Senate Minutes, 11-23-20 Meeting

Senate Roll Call Conducted using Zoom record of attendance

Senate Roster							
#		Representation	First	Last	Term	Board	
P	1	1	Administration	Mahyar	Amouzegar	(20-21)	
A	2	1	Staff Council	Kristy	Askam	(20-21)	
A	3	1	SG President	Julianne	Romero	(20-21)	
P	4	1	Alumni Assoc	Dinah	Payne	(20-21)	
P	5	1	Adjunct	David	Lambour	(20-21)	
P	6	1	COBA	Christy	Corey	(19-22)	Admin - chair
A	7	2	COBA	James	Logan	(18-21)	Budget
P	8	3	COBA	Dinah	Payne (SE)	(19-22)	Administrative
A	9	4	COBA	Gina	Rosa	(19-22)	Budget
P	10	5	COBA	Kabir	Hassan	(20-23)	Academic
A	11	1	COE	Martin	Guillot	(20-23)	Administrative
P	12	2	COE	Dimitrios	Charalampidis (SE)	(20-23)	Academic
A	13	3	COE	Guillermo	Rincon	(18-21)	Administrative
P	14	4	COE	Ting	Wang	(18-21)	Budget
P	15	1	COLAEHD	Brian	Beabout	(18-21)	Budget
P	16	2	COLAEHD	David	Beriss (SE)	(18-21)	Administrative
P	17	3	COLAEHD	Elaine	Brooks	(19-22)	Admin
P	18	4	COLAEHD	Diane	Baas	(19-22)	Admin
P	19	5	COLAEHD	Chris	Day	(20-23)	Academic - chair
P	20	6	COLAEHD	Robert	Dupont	(19-22)	Budget
P	21	7	COLAEHD	Chris	Surprenant	(20-23)	Administrative
P	22	8	COLAEHD	Juana	Ibanez	(18-21)	Administrative
P	23	9	COLAEHD	John	Kiefer	(20-23)	Academic
P	24	10	COLAEHD	James	Marchant	(18-21)	Budget - chair
P	25	11	COLAEHD	Chris	Broadhurst	(20-23)	Academic
P	26	12	COLAEHD	Steven	Mumford	(19-22)	Admin
P	27	13	COLAEHD	James	Roe (SE)	(20-23)	Academic
P	28	14	COLAEHD	Ryan	Gray	(20-23)	Budget
P	29	1	COS	Nicola	Anthony (SE)	(18-21)	Administrative
A	30	2	COS	Adlai	Depano	(18-21)	Budget
A	31	3	COS	Kraig	Derstler	(19-22)	Academic
P	32	4	COS	Sarah	Black	(20-23)	Academic
P	33	5	COS	Steve	Rick	(20-23)	Academic
A	34	6	COS	Simon	Lailvaux	(20-23)	Administrative
P	35	7	COS	Leszek	Malkinski	(20-23)	Administrative
P	36	8	COS	Rachel	Clostio	(20-23)	Academic
P	37	9	COS	Ralph	Saxton	(19-22)	Academic
P	38	1	Library	Connie	Phelps (SE)	(18-21)	Administrative
P	39	2	Library	Lindsey	Reno	(19-22)	Budget

P : Present

A : Absent

E : Excused

- Minutes approval from last meeting, moved by David Beriss, second Brian Beabout, unanimous approval.
- Senate President Nicky Anthony expressed appreciation for drive-by graduation.
- John Nicklow presidential update:
 - Workday: Everyone should take basic workday training to learn travel and other self service modules.
 - Drive by graduation went well, appreciated.
 - Thinking about how to do in person ceremonies in May and invite back May 2020 people, who deserve appreciation and celebration.
 - Harry Shearer will be our commencement speaker, from SNL and Simpsons, does his radio show Le Show from UNO's radio station.
 - Expresses appreciation to faculty for work with students this semester. UNO succeeded through cooperation of faculty, staff, students.
 - Observes that campus is lacking people currently, but this is probably for the best.
 - Distinguished alumni gala took place, virtually. food delivered to homes, special sponsorship packages, low costs, made \$15-20,000 with online auction and donations. Fireside chat worked very well.
 - Enrollment for fall is up 27% in admissions (for next fall). trending ahead. virtual open houses, etc., working well.
 - Enrollment for spring (this spring) is a bit worrisome. Thinks there has been a delay, but we are year to year behind. Expect to be flat.
 - Fundraising: on track to reach \$10 million by December 30.
 - Reiterates appreciation as we go to Thanksgiving.
 - MA adds agreement. We have done the best out of our sister campuses re COVID. Drive-through commencement was a success, good to see people in real physical form.
 - M Hassan: will there be a budget cut next year?
 - JN: too soon to know. Putting together proposal with system now. Explains last year and says it is too soon to know. Counting on a phase 4 relief package and details about how the money can be spent.
- Chris Day, Academic Board update
 - **Recording classes.** Have produced short document on what faculty should be aware of, which will be submitted to senate for distribution.
 - LA is a one party consent state, courses can be recorded without permission, but it is courtesy to ask.
 - Recording does not conflict with FERPA.
 - Pre-recorded classes must be captioned.
 - Classes that are recorded need captioning if there are students registered with ODS that need captions.
 - Can be done by Panopto, which does seem to do a good job. Should be reviewed by faculty for accuracy.
 - If this is done, danger of lawsuit is low.
 - **Amy King** has asked for review of academic dishonesty report form.

- She would like faculty to be more compliant with reporting academic dishonesty
- We should be conscientious of this.
- **Compiling campus wide list** of faculty hiring needs.
- There are programs that have disappeared and lines that have been left open.
- We are aware that departments and deans also do this, but we are looking to faculty for insights into holes/gaps in hiring.
- Hopefully this will help with decision making when one day we can hire again.
- Juana: if students do not want to be recorded, should they turn off their camera and not talk?
- CD: committee does not have a good answer. she teaches controversial topics and generally prefers not to record. faculty discretion is called for.
- Caroline Noyes: visual recording should be focused on faculty member, not on students in classroom, at least in lecture based class. Students can record at their discretion.
- Steve Mumford: student handbook says students are forbidden to record without permission, so students should seek permission.
- DB: is there a way to record just faculty with zoom?
- CN: good point. Students do find zoom recordings helpful, but need to be able to assume good actors on all parts.
- Connie P: are recorded lectures intellectual property?
- CD: Recordings may be copyrighted by instructors. Contact office of research for information on that.
- Sarah Black: raises issue of contradiction between student handbook and the law.
- CD: reads note from student handbook that does not seem to address this issue. Will look into it.
- SM: will also follow-up.
- Christy Corey, Administrative Board
 - Completed review of Faculty Grievance Policy, pending a few edits.
 - Faculty charges doc next.
 - Grievance is when faculty member has an issue with someone else, charges is when someone has an issue with the faculty member.
 - Should be ready to tackle grievances doc with full senate at beginning of spring semester.
 - What happens to work of these committees once we are done with them, do they get onto the UNO website, employee handbook? The latter needs to be updated whenever we update policies.
 - Tina Johnson is working on a faculty handbook, along with Caroline Noyes.
 - We currently have an merged employee handbook. currently academic affairs is working on separating these and recreating faculty handbook.
 - Admin board thinks this is a great idea.
 - Will be helpful to have a centralized location for policies, like RTP policies.
 - Chris Surprenant asks about process for revising handbook. CC: we do not know if we have a firm process now.
 - CS faculty handbook is part of employment contract. Is there any way to allow that handbook to be changed given that?

- Tina Johnson: it is a guide, whereas the policies for contract are in HR. We are pulling all the documents we have and that the senate is revising and putting them in one place.
- Mahyar A: we are not changing contract with staff or faculty. We are extracting parts from current handbook and putting them in one place. APs govern us. This new document will cover all the documents we need to operate as faculty. Not changing rules or policies. When we hire someone, we can give them. No handbook ever stays the same. Handbooks are just guidance.
- Karen Paisant: when handbook was combined, it referenced things that were not in policy. Policies are being updated regularly now. We are splitting handbooks, but they are just guides. Nothing will be in handbook that is not in policy. That will no longer be the case.
- Karen Paisant, discussion for FMLA and maternity policies
 - FMLA is a federal law, gives eligible employees 12 weeks unpaid leave. We require that you use paid leave in conjunction with that period. Can be for birth, adoption of child, serious illness of spouse, self, parent, etc.
 - You must have worked for state for at least 1 year, 1,250 hours to qualify.
 - For maternity, then state law is invoked (assuming they do not qualify for FMLA). 6 weeks, but up to 4 months, leave depending on circumstances. again, must use up paid leave.
 - Juana I: if you are forced to do unpaid leave at the same time as paid leave? Concurrently?
 - KP: government entity in state of LA requires that you use paid leave at same time. HR tracks both leaves at once.
 - Sarah Black: requested that this issue be raised. Is currently on maternity leave. There seem to be misunderstanding about what accommodations will be made for faculty around maternity leave. There is a lack of transparency in hiring process around these policies.
 - Mahyar: one reason he asked for new handbook was to make these things clear for new hires. these things are currently too hard to find and unclear for new employees.
 - KP: the policy is the policy, due to federal and state law. In last session, LA leg redefined sick leave to include employee as well as dependent children and elderly parents. Also, we can highlight these policies in on-boarding processes.
 - SB: upon hiring, was told that arrangements are made, things are done. Felt like it was a bit "bait and switchy" when she actually had to use the policies. Concerned with having gotten misinformation that might have been deliberate.
 - KP we follow the law, we would be able to help chairs and others in knowing the policies. we are here to support and make sure employees know their rights.
 - KP some employees are unwilling to talk with supervisors and want to come straight to HR.
- Old business: none
- New business: none
- Motion to adjourn Dinah, CD second.
- (There will be no old business next time.)
- chat:

- From Kim Martin Long to Everyone: 03:54 PM
- With 38 participants, it's really helpful if everyone stays muted unless they have the floor to speak. Thanks.
- From Carolyn Golz (she/her/hers) to Everyone: 04:00 PM
- The only place I see in the handbook about recording: “Any unauthorized use of electronic or other devices to make an audio or video record of any person while on University premises in places in which a person might reasonably expect privacy (for instance bathrooms, bedrooms, etc.) when such a recording is likely to cause injury or distress.”
- <https://www.uno.edu/student-affairs/handbook>
- From csurpren@uno.edu to Everyone: 04:06 PM
- I’m on this committee, but what is the process for revising the handbook? The handbook is part of the employment contract with permanent faculty members. Has someone asked the attorneys what can be changed without consent of individual faculty members?
- From caroline noyes to Everyone: 04:07 PM
- The credit goes to Tina Johnson and Eileen Dooley.
- From csurpren@uno.edu to Everyone: 04:12 PM
- Thanks.
- From Steve Mumford to Everyone: 04:16 PM
- This was the language on student recording from the 2018-2019 student handbook. It appears to have been softened in the current version.
- Any unauthorized use of electronic or other devices to make
- an audio or video record of any person while on University
- premises without his/her prior knowledge or without his/her
- effective consent when such a recording is likely to cause
- injury or distress, including, but not limited to: video cameras,
- digital recorders, hand-held cameras and internet exposure.
- From Christine Day to Everyone: 04:21 PM
- Ah yes, something about "places in which a person might reasonably expect privacy" has been added--and that presumably wouldn't include the virtual or actual classroom. Thank you, Steve.
- From csurpren@uno.edu to Everyone: 04:31 PM
- Take care everyone