



2020-2021 FACULTY SENATE

FULL MINUTES OF JULY 7, 2020

[WebEx Meeting Recording](#)

The special meeting of the 2019-2020 Faculty Senate was held on **Tuesday, July 7, 2020**, at 2:10 as a WebEx meeting.

Agenda Item I. Call to Order

Purificación Martínez, Chair of the Faculty, called the meeting to order at 2:10 p.m.

Agenda Item II. Approval of Minutes

The [May 5, 2020](#) meeting minutes were approved as presented.

Agenda Item III. Special Order of the Day

A. Roll Call

Senators absent were: Professors Paul Bolin (Medicine), Aundrea Oliver (Medicine), Betsy Tuttle-Newhall (Medicine), Steven Wolf (Physics), and Hans Vogelsong (Recreation Sciences).

Alternates present were: Professors Gabriel DiMartino for Stephen Ivany (Music), Annette Greer for Jennifer Parker-Cote (Medicine), Robin Haller for Matt Eagan (Art and Design), and Lee Toderick for Page Varnell (Engineering and Technology).

B. [Announcements](#)

Chair Martínez highlighted the call for faculty representatives of the Chair of the Faculty or the Faculty Senate on standing administrative committees, noted the date and time for Faculty Convocation, and she added that speaking privileges were granted to all members of the Instructional Taskforce.

C. Purificación Martínez, Chair of the Faculty

Chair Martínez's full remarks are below:

"I would like to recognize and express my gratitude to the Faculty Officers who finished their service to us just 6 days ago. Chair Popke, Vice Chair Chambers, Secretary Klein, we as a Senate are further enriched by your commitment to serve as leaders in what were only two years, but surely must have felt like two decades. You have navigated the Senate through 3 Chancellors, unethical behavior by two members of the Board of Trustees, budget cuts and a pandemic. Besides that, you have continued to be award winning teachers and outstanding scholars.

More important to me, is the fact that they are still willing to continue to serve the Senate instead of enjoying their well-deserved break.

Professor Popke will continue to serve as a Faculty Assembly Delegate. He is still a member of the Chancellor's Search Committee, and he is here right now to present the recommendations from the Faculty Senate Ad-Hoc Task-Force on Instruction, which he formed and led.

As Professor Popke, Professor Chambers is also in the Chancellor's search Committee. As I

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was preparing these remarks, it came to my attention that the face to face Chancellor's Search Committee meeting scheduled for July 10th has been postponed because of increase of COVID 19 cases in North Carolina. My understanding is that, if circumstances allow it, they will try to meet later on this month.

I have asked Professors Chambers and Klein to lead efforts in the establishment of the Equity and Diversity Exploratory Committee. The committee will discuss the most effective ways for implementing the initiatives outlined in June 9th "Faculty Officers Statement and Commitments in Response to Racism: A Call to Action," a document endorsed by hundreds of ECU faculty, staff and students. The Equity and Diversity Exploratory Committee will be composed of faculty across the ECU campus with a proven track record of equity and diversity work. If you are interested in serving in this committee, please contact them.

Thank you all.

I would also like to thank my fellow faculty officers, Vice-Chair Scemama, Secretary Rose and Parliamentarian Ticknor. Last year, when I served as Parliamentarian the officers met exactly once over the summer well past the July 1st date. I don't recall how many times we have met already. I could check my calendar, but it will make me very sad. I hope we are a team worthy of your trust. I know I trust them completely.

It should be noted that since the middle of April, the Faculty Senate has formed two taskforces, the Calendar Implementation and the Ad Hoc Taskforce on Instruction. Faculty Senate committees such as the Distance Education and Learning Technologies Committee have also been active. All of these faculty, many of them fixed term, have generously given their time, expertise and intelligence to help faculty start on August 10th with a modicum of sanity in the midst of so much uncertainty.

Finally, there is Rachel. I have no words.

If you have any questions for me, I will do my best to answer."

Questions

There were no questions for Chair Martínez at this time.

D. Jeff Popke, Ad Hoc Faculty Senate Taskforce on Instruction

Professor Popke (Geography, Planning, and Environment) said the Taskforce on Instruction was formed over 3 weeks ago as an extension of the Calendar Implementation Taskforce, which was formed to enable strong faculty input toward the implementation details of the 8-week instructional calendar.

He had heard some concerns from colleagues regarding lack of details prior to the release of the reopening plan and shared those with the administration. He shared that faculty officers have been meeting weekly with the Interim Chancellor since April to express concerns on reopening. His preference would have been a more formal faculty input into reopening. Faculty concerns have made a difference.

In coordination with Chair Martínez, Professor Popke put together the Instructional Taskforce to ensure a smooth transition. This committee was organized using the Faculty Senate structure. The

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taskforce was comprised of members from five faculty committees and were assisted with resources from various units. The work of the taskforce was organized into four subcommittees.

Faculty were provided the seven documents in advance of this meeting. They are titled Recommendations for Design & Delivery of Courses, Recommendations for Laboratory Practices Under COVID-19, Recommendations for Syllabus Language, Recommendations About Contingency Planning for Courses, Recommendations Regarding Physical Spaces, Recommendations for Health & Safety Protocols for Science Field Trips, and Recommendations COVID-19 Syllabus Additions for Labs.

Questions

Professor Su (Geography, Planning, and Environment) asked about use of two separate terms for the virus: SARS-COV2 and COVID-19. Vice Chair Scemama stated that we can switch it to COVID-19 in all document places, and Chair Martínez stated we will be consistent with the language in the documents.

Professor Chambers (Education) inquired about the mention at the bottom of one of the documents that stated “procedures should be in place to avoid penalizing students who do not attend if they have signs of illness” to learn how we manage student absence in this process. Vice-Chair Scemama said we are reminding instructors to be as nice to students as we can, and the students should not come to class while ill. Professor Popke said there are more explicit recommendations in the syllabus language document with a statement that students should not come to class if they are feeling ill. Professor Greer (Medicine) supports leniency and shared that the symptoms of this virus can relate to other conditions and mentioned a student might be sick the full semester. She said that having a broad statement on leniency and cooperation regarding symptoms is important because of the response to SARS-COV2.

Professor Su asked who is providing sanitization supplies. Professor Popke said for these questions we may instead refer to the Return to the Pirates FAQ. Professor Lockerbie (Political Science) asked about the student disinfection requirements and also asked who provides the disinfection supplies or will these be waiting in the classroom for these students. Professor Beth Bee (Geography, Planning, and Environment) recommended students bring their own face covering, hand sanitizer, and sanitizing wipes to class—including these supplies as required course materials. She shared that instructors can also bring these supplies as departments will have these as well. Vice-Chair Scemama shared that regarding labs, department chairs are ordering sanitizer, wipes, and more from the supply stores to have on hand in the labs for use by students. Professor Arnold (Art & Design) shared that the Director of the School of Art & Design sent a message to ask professors how many sanitization supplies and face masks they would like to be ordered and shared how much she ordered from her director for her classes. Professor Chambers (Education) shared a concern regarding supply chain as not all these items are available for purchase at stores, so the students may not be able to obtain these items.

Professor Su asked about medical language and enforcement. Professor Popke stated that the work of this taskforce was for syllabus language, but this feedback will be helpful for us in clarifying policy. It may also be helpful to have the syllabus language vetted by medical and legal staff. Chair Martínez said the subcommittees just finished their work on July 5 and that the university administration has received these recommendations. These items will be discussed with administration later this week.

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The language on masks was provided by the provost and was shared by UNC System to be included in all course syllabi.

Professor Greer (Medicine) shared that these recommendations follow CDC guidelines, that NCDHHS has defined the process for what happens when there is an infection in a classroom, and stated that perhaps we should add what happens with reported cases within the syllabus. Parliamentarian Ticknor (Education) shared that DSS language was also checked by medical and legal staff. Professor Stokes (Allied Health) stated she has concerns regarding the health sciences campus as much of the curriculum requires hands-on work and inquired as to whether there may be additional language to include in the documents regarding what to do if we can't have hands-on labs and other contingency plans. Professor Bailey (Philosophy and Religious Studies) shared that different colleges and individuals manage classes in different ways and that the schools, chairs, and deans would need to work this out as the recommendations from this document would not be able to apply university-wide. Chair Martínez said they wanted to ensure that deans and directors would work on the contingency plans with their faculty. Professor Bailey said different colleges have been handling PPE procurement differently. Professor Martínez mentioned these are recommendations that the faculty could use to start discussions and to find what is meaningful for them.

Senator McKinnon (History) suggested to add to the field trips document to avoid frequent stops when possible and to include boating and diving practices.

E. Question Period

Professor Grodner (Economics) inquired if we may consider a competition for a mask design and if we also might have some sort of pledge for students to sign to aid in them abiding by guidelines. Professor Martínez has learned of initiatives to encourage mask wearing from the College of Health & Human Performance and complimented the idea of the pledge.

Professor Su (Geography, Planning, and Environment) asked if the taskforce recommendations are just for this fall or if concerns are also for this spring. Professor Popke said he believes these recommendations should be considered for the spring unless we have drastic changes in some way.

Professor Arnd-Caddigan (Social Work) appreciated the first document and the ability for faculty to teach. She wanted to ensure these recommendations do not cause an issue when faculty members are being evaluated.

Professor Bowler (Psychology) asked Chair Martínez about the decision to switch to the block schedule, which was done without faculty input. He is concerned the Senate has been deprived of shared governance in such a decision and believes some sort of censure decision is appropriate. Chair Martínez reminded Professor Bowler that new business cannot be taken up at a special meeting and requested time to think about this proposal. She noted that if it was the will of the faculty, they could vote on a statement at the regular meeting in the fall.

Agenda Item IV. Report of Committees

A. Distance Education and Learning Technology Committee, Timm Hackett

Professor Hackett (English), Chair of the Committee presented the Hybrid Options document as a report for information only.

Discussion: Professor Su (Geography, Planning, and Environment) asked if DE courses have set times for class meetings (synchronous/live classes). Professor Hackett said that DE classes were previously listed in catalog as not having a set time. The document Hackett presented does not include DE classes. It is showing how hybrid classes are coded in the catalog.

Professor Greer (Medicine) asked if we have had any guidance from our accrediting bodies regarding the 8-week format. Professor Chambers (Education) shared that SACSCOC intends to hold institutions harmless in terms of block scheduling.

Professor Su said that students would like to have a fixed/assigned time for their class even if online. Chair Martínez plans to follow up with Academic Council on this recommendation.

The report was received as presented.

B. Agenda Committee, Margaret Bauer

Professor Bauer (English) presented revised meeting dates for the Agenda Committee and Faculty Senate. The dates were revised because of the changes to the start and ending dates of the Fall 2020 semester in response to the pandemic.

There was no discussion and the poll was deployed for Senators to vote. The revisions were approved as submitted. **RESOLUTION #20-43**

C. Calendar Committee, Mark McCarthy

Professor McCarthy (Business) presented revised final exam schedules for Fall 2020 and Spring 2021. The exam schedules needed to be revised due to the change in start and end date for the Fall 2020 calendar and the addition of block schedules to the calendar.

There was no discussion and the poll was deployed for Senators to vote. The proposed revisions to the Fall 2020 and Spring 2021 final exam schedules were approved as presented. **RESOLUTION #20-44**

Professor McCarthy then presented the revised Spring 2021 academic calendar. The calendar was revised to change the Reading Day into a last class day so the Monday/Wednesday/Friday classes would be equal to the Tuesday/Thursday classes.

There was no discussion and the poll was deployed for Senators to vote. The revised Spring 2021 academic calendar was approved as presented. **RESOLUTION #20-45**

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Professor McCarthy then presented the Processing Calendars for Fall 2020 and Spring 2021.

There was no discussion and the poll was deployed for Senators to vote. The Processing Calendars for Fall 2020 and Spring 2021 were approved as presented. **RESOLUTION #20-46**

Agenda Item VII. New Business

There was no new business before the body at this time.

There being no further business, the meeting adjourned at 4:03 pm.

Submitted by,

Marlena Rose
Secretary of the Faculty
Health Sciences Library

Rachel Baker
Faculty Senate

FACULTY SENATE RESOLUTIONS APPROVED AT THE JULY 7, 2020 MEETING

Resolution #20-43

Approval of the revised 2020-2021 Faculty Senate and Agenda Committee Meeting Dates.

The Committee was asked by Jeff Popke, Chair of the Faculty to consider revisions to the meeting dates for the Agenda Committee and Faculty Senate meetings, due to the change in start and end dates for the Fall 2020 semester. The revisions are as follows:

Additions are in **red** and deletions are in **strikethrough**.

2020/2021 University Academic Calendar

15-week Fall 2020		15-week Spring 2021	
August 24 10	Classes Begin	January 11	Classes Begin
September 7	State Holiday	January 18	State Holiday
October 10-13 September 30	Fall Break Fall Festival	January 19	Classes Begin
November 6	Registration	March 7-14 March 10	Spring Break Spring Festival
November 17	Classes End	March 26	Registration
November 19-25	Exams	April 2-3	State Holiday
November 25-29	Thanksgiving Break	April 27	Holiday Makeup Day
December 7	Classes End	April 27	Classes End
December 8	Reading Day	April 28	Reading Day
December 9-16	Exams	April 29-May 6	Exams

2020/2021 Agenda Committee and Faculty Senate Meeting Dates

Agenda Committee	Faculty Senate
September 1 August 18, 2020	September 15 1 , 2020
September 22, 2020	October 6, 2020
October 20, 2020	November 3, 2020
November 17, 2020	December 8 1 , 2020 <i>at Heart Institute</i>
January 12, 2021	January 26, 2021
February 9, 2021	February 23, 2021
March 16, 2021	March 30, 2021
April 13, 2021	April 27, 2021 <i>at Heart Institute</i>
	May 4, 2021 (2021/2022 organizational mtg.)

Resolution #20-44

Approval of revised final exam schedules for Fall 2020 and Spring 2021, as follows:

CALENDAR COMMITTEE REPORT

Revised Final Exam Schedules for Fall 2020 and Spring 2021

After the addition of the 8-week block schedules and significant changes to the originally approved Fall 2020 and Spring 2021 academic calendars, Jeff Popke, Chair of the Faculty, asked the Committee to develop revised final exam schedules for the Fall 2020 and Spring 2021 semesters. The revised schedules below will replace the originally approved exam schedules.

FALL 2020 FINAL EXAM SCHEDULE

15 WEEKS

There will be no departure from the printed schedule, except as noted below: All examinations for one credit hour classes will be held during the last regular meeting of the class. Classes meeting more than three times a week will follow the examination schedule for MWF classes. Clinical and non-traditional class schedules, including graduate level courses, may also adopt a modified examination schedule as required.

Classes beginning 6:00 pm or later are considered night classes. Examinations in classes meeting one night a week will be held on the night of its last class meeting. Examinations in classes meeting two or more nights a week and beginning before 8:00 pm will be held at 7:30-10:00 pm on the first night of their usual meeting during the examination period (November 19 – November 25). Examinations in classes meeting two or more nights a week and beginning at or after 8:00 pm will be held at 7:30-10:00 pm on the second night of their usual meeting during the examination period (November 19 – November 25). Distance education classes should give their final examinations in a timely fashion to allow submitting grades in time.

Classes beginning on the half hour or meeting longer than one hour will have their final examination at the time determined by the hour during which the classes begin (e.g., 9:30-11:00 am TTh classes will follow the examination schedule of the 9:00 am TTh classes; 8:00-10:00 am MWF classes will follow the examination schedule of the 8:00 am MWF classes)

Common examinations, including DE sections, will be held according to the following schedule:

SPAN 1001, 2004	5:00 - 7:30 Thursday, November 19
SPAN 1002, 2003	5:00 - 7:30 Monday, November 23

Times class regularly meets	Time and day of examination
8:00 MWF	8:00 - 10:30 Friday, November 20
8:00 TTh	8:00 - 10:30 Thursday, November 19
9:00 MWF	8:00 - 10:30 Monday, November 23
9:00 TTh (9:30)	8:00 - 10:30 Wednesday, November 25*

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10:00 MWF	8:00 - 10:30 Tuesday, November 24
10:00 TTh	8:00 - 10:30 Wednesday, November 25*
11:00 MWF	11:00 - 1:30 Friday, November 20
11:00 TTh	11:00 - 1:30 Tuesday, November 24
12:00 MWF	11:00 - 1:30 Monday, November 23
12:00 TTh (12:30)	11:00 - 1:30 Wednesday, November 25*
1:00 MWF	11:00 - 1:30 Thursday, November 19
1:00 TTh	11:00 - 1:30 Wednesday, November 25*
2:00 MWF	2:00 - 4:30 Monday, November 23
2:00 TTh	2:00 - 4:30 Thursday, November 19
3:00 MWF (3:30)	2:00 - 4:30 Friday, November 20
3:00 TTh (3:30)	2:00 - 4:30 Wednesday, November 25*
4:00 MWF	2:00 - 4:30 Tuesday, November 24
4:00 TTh	2:00 - 4:30 Wednesday, November 25*
5:00 MWF	5:00 - 7:30 Friday, November 20
5:00 TTh	5:00 - 7:30 Tuesday, November 24

*All three exam periods on Wednesday, November 25 have two class period times. Based on the starting times of the two classes during each exam period, a student should not have a conflict of two exams at the same time. For example, at 8:00 a.m. on Wednesday, November 25, the exams are for the 9:00 TTH class and 10:00 TTH classes. A student should not be in classes at these two times.

8 WEEK BLOCKS

Classes that meet two or more days a week will have final exams during the two day final exam period. The final exam period will be during the regular class time.

Classes that meet once a week will have final exams on the last class meeting day.

8W1

MW and MWF
TTH

Monday, September 28
Tuesday, September 29

Common examinations, including DE sections, will be held according to the following schedule:

SPAN 1001, 2004	5:00 - 7:30 Monday, September 28
SPAN 1002, 2003	5:00 - 7:30 Tuesday, September 29

8W2

MW and MWF
TTH

Wednesday, November 18
Tuesday, November 17

Common examinations, including DE sections, will be held according to the following schedule:

SPAN 1001, 2004	5:00 - 7:30 Tuesday, November 17
SPAN 1002, 2003	5:00 - 7:30 Wednesday, November 18

SPRING 2021 FINAL EXAM SCHEDULE

15 WEEKS

There will be no departure from the printed schedule, except as noted below: All examinations for one credit hour classes will be held during the last regular meeting of the class. Classes meeting more than three times a week will follow the examination schedule for MWF classes. Clinical and non-traditional class schedules, including graduate level courses, may also adopt a modified examination schedule as required.

Classes beginning 6:00 pm or later are considered night classes. Examinations in classes meeting one night a week will be held on the night of its last class meeting. Examinations in classes meeting two or more nights a week and beginning before 8:00 pm will be held at 7:30-10:00 pm on the first night of their usual meeting during the examination period (April 29 – May 6). Examinations in classes meeting two or more nights a week and beginning at or after 8:00 pm will be held at 7:30-9:30 pm on the second night of their usual meeting during the examination period (April 29 – May 6). Distance education classes should give their final examinations in a timely fashion to allow submitting grades in time.

Classes beginning on the half hour or meeting longer than one hour will have their final examination at the time determined by the hour during which the classes begin (e.g., 9:30-11:00 am TTh classes will follow the examination schedule of the 9:00 am TTh classes; 8:00-10:00 am MWF classes will follow the examination schedule of the 8:00 am MWF classes)

Common examinations, including DE sections, will be held according to the following schedule:

SPAN 1001, 2004	5:00 - 7:30 Thursday, April 29
SPAN 1002, 2003	5:00 - 7:30 Monday, May 3

Times class regularly meets	Time and day of examination
8:00 MWF	8:00 - 10:30 Friday, April 30
8:00 TTh	8:00 - 10:30 Thursday, April 29
9:00 MWF	8:00 - 10:30 Monday, May 3
9:00 TTh (9:30)	8:00 - 10:30 Wednesday, May 5
10:00 MWF	8:00 - 10:30 Tuesday, May 4
10:00 TTh	8:00 - 10:30 Thursday, May 6
11:00 MWF	11:00 - 1:30 Friday, April 30
11:00 TTh	11:00 - 1:30 Tuesday, May 4
12:00 MWF	11:00 - 1:30 Monday, May 3
12:00 TTh (12:30)	11:00 - 1:30 Wednesday, May 5
1:00 MWF	11:00 - 1:30 Thursday, April 29
1:00 TTh	11:00 - 1:30 Thursday, May 6
2:00 MWF	2:00 - 4:30 Monday, May 3
2:00 TTh	2:00 - 4:30 Thursday, April 29
3:00 MWF (3:30)	2:00 - 4:30 Friday, April 30
3:00 TTh (3:30)	2:00 - 4:30 Wednesday, May 5
4:00 MWF	2:00 - 4:30 Tuesday, May 4
4:00 TTh	2:00 - 4:30 Thursday, May 6

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5:00 MWF	5:00 - 7:30 Friday, April 30
5:00 TTh	5:00 - 7:30 Tuesday, May 4

8 WEEK BLOCKS

Classes that meet two or more days a week will have final exams during the two day final exam period. The final exam period will be during the regular class time.

Classes that meet once a week will have final exams on the last class meeting day.

8W3

MW and MWF
TTH

Monday, March 8
Tuesday, March 9

Common examinations, including DE sections, will be held according to the following schedule:

SPAN 1001, 2004	5:00 - 7:30 Monday, March 8
SPAN 1002, 2003	5:00 - 7:30 Tuesday, March 9

8W4

MW and MWF
TTH

Friday, April 30
Thursday, April 29

Common examinations, including DE sections, will be held according to the following schedule:

SPAN 1001, 2004	5:00 - 7:30 Thursday, April 29
SPAN 1002, 2003	5:00 - 7:30 Friday, April 30

Resolution #20-45

Approval of revised Spring 2021 academic calendar, as follows:

CALENDAR COMMITTEE REPORT

Revised Spring 2021 Calendar

Spring 2021 Exam Schedule Recommendations

1. For 8W4, change April 28, current Reading Day, to a class day to balance out the number of class day meetings, schedule no Reading Day:

No Reading Day for 8W4, classes end on Wednesday, April 28
Two day exam period is Thursday, April 29 and Friday, April 30

Reading Day, Wednesday, April 28 – only for 15 week
15 week final exams, Thursday, April 29 through Thursday, May 6

2. For 8W3 the last day of class and the first day of exams are the same day, Monday, March 8:

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For classes that meet before 5:00 p.m., Monday, March 8 will be the first day of exams. The last day of class for classes that meet before 5:00 p.m. will be Friday, March 5. For classes that meet after 5:00 p.m., Monday, March 8 will be the last day of class.

Resolution #20-46

Approval of Processing Calendars for Fall 2020 and Spring 2021, as follows:

Fall Semester

July 30, Thursday	Last day to pay without a processing fee by 5:00 p.m.
July 30, Thursday	First schedule cancellation for anyone not paid by 5:00 p.m.
August 1, Saturday	Graduate School application deadline for Fall (please check specific programs for their deadline)
August 18, Tuesday	Second schedule cancellation for anyone not paid by 5:00 p.m.
September 15, Tuesday	Last day to apply for graduation for Fall semester
November 11, Wednesday	Last day to submit a thesis or dissertation for Fall graduation

Spring Semester 2021

January 1, Friday	Graduate School application deadline for Spring (please check specific programs for their deadline)
January 5, Tuesday	Last day to pay without a processing fee by 5:00 p.m.
January 5, Tuesday	First schedule cancellation for anyone not paid by 5:00 p.m.
January 27, Wednesday	Second schedule cancellation for anyone not paid by 5:00 p.m.
February 1, Monday	Last day to apply for graduation for Spring semester
April 22, Thursday	Last day to submit a thesis or dissertation for Spring graduation
