

Faculty Caucus Minutes

Tuesday, February 16th, 2021 2:30PM Zoom

Present: M. Barlett, E. Brindisi, E. Bush, L. Charbonneau, S. Dar, A. Devine, C. Ehrlich, M. Faitell, A. Fried, K. Getman, A. Haines, A. Hazen, R. Huyck, J. Ireland, M. Kuczynski, S. McCall, G. Melendez, C. Miller, A. Radlowski, R. Santos, L. Wadsworth, and L. Williams.

Guests: L. Kahler , R. VanWagoner, and T. Thomas

Call to Order

The Caucus was called to order at 2:31p.m.

Approval of Minutes

The minutes from the December 8th 2020 meeting were approved.
Approved- 13, Opposed- 0, Abstained- 4.

Guests

Q & A session (President VanWagoner and VP Kahler):

VP Kahler contacted Registrar regarding the question if instructors can get an email when students drop the class. The problem is when the semester starts (different for instructors vs. Registrar) because the numbers would be astounding (over 4,000 emails). VP Kahler will have an upcoming meeting with the Registrar's office regarding an answer to the question.

A question came up about the fall semester (50/50 concept) and if the current schedule would change moving forward. VP Kahler said there is no certainty moving forward and things could change depending upon the guidance of the state and/or SUNY.

A question about students taking classes both on campus and online came up. Students might be taking a class on campus and then need to move right into a synchronous online class while on campus. Zoom rooms are set up in the libraries on both campuses to help with this scenario.

A question came up about derogatory language in documentaries. There is no college policy on this, but it would be a good practice for the instructor to provide a disclaimer and/or context for the material.

HyFlex is a hybrid learning model where students have the option of attending a class on campus instruction or online during the instruction, which can be done on a daily basis.

The Academic Calendar for the fall 2021 semester is still unchanged.

Guided Pathways recommended a yearly schedule for students, which has made it possible for instructors to have more lead time with their yearly schedule.

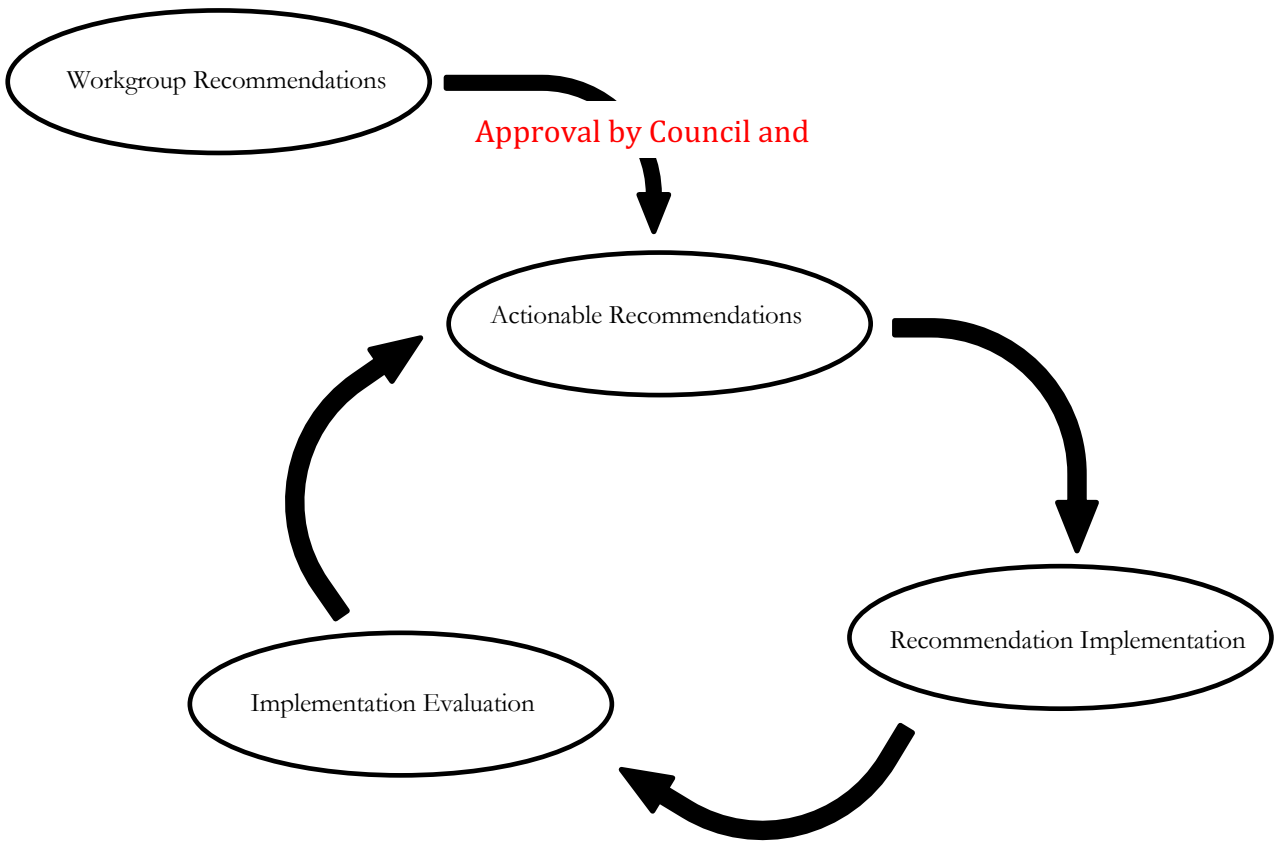
Ensemble platform was taken down from the college website. VP Kahler will check on this with Educational Technologies.

Guided Pathways Steering Council (Tim Thomas):

A one page document was shared with the group that was put together by the Steering Council. It serves as an update and reminder that Guided Pathways is an ongoing process.

The Guided Pathway process was discussed and shared, see below.

Mohawk Valley Community College's Guided Pathways Process



A question about advising and building a student's schedule came up when all transfer credits have not been assessed. Best practice in such situations is to call upon the assistance of the needed Dean so that clarification can be made regarding transfer credits so the student's schedule can be built by either the Student Support Advisor or Faculty Advisor.

Conversation about Diversity

The purpose of diversity conversations in Faculty Caucus was restated and the ground rules for these conversations were reviewed.

1. Listen actively- this includes refraining from use of zoom chat feature while others are speaking
2. Speak from your own experience instead of generalizing (“I” instead of “they,” “we,” and “you”)
3. Participate fully at your own comfort level
4. Be respectful of everyone’s view point and be aware that we are all in different place
5. Be conscious of body language and nonverbal responses.

Today in caucus, we took a chance to think about a difficult topic: questions about race issues.

This can be a hard topic, because in the process of learning about race, there are often many questions, but people are often concerned that simply asking questions about race can seem offensive. This means many things go unanswered, and people are left confused and still not knowing how to move forward.

Today’s goal was to bring some of these questions into the open safely, and share them so that we can see all the things we want to know but are afraid to ask, and that many of us have similar questions.

Since we want to use these questions to inform some future conversations, we want to make the link available to those who were unable to attend or need more time to think.

We will view the questions that were provided at the next meeting and use them in guiding some of our discussions moving forward.

Here is the link to submit your question: <https://forms.gle/wYgaEmPjbJuCLU4QA>

Also feel free to contact Melissa Barlett with any questions or thoughts on diversity conversations in the future.

Chair Report

The Netiquette policy is now on Blackboard.

The Course Search now has an Instructional Method drop down menu so students can search for different Instructional Methods when selecting a course. The course search also explains the different instructional methods for students.

In Persistence Plus can generate more nudges to keep students thinking about support services such as tutoring, instructor review sessions, and office hours.

A video on how to order textbooks was created for students that clarifies the process.

Old Business

None.

New Business

Teaching Methods for Remote Learning- An open Google Doc was created in Workplace to share what other instructors are doing in their online instruction. The intention is to create a collaborative document that instructor can add to when using a strategy that others might find useful. The Workplace format also allows instructors to post a problem or struggle they are having so that others can guide and help them to come up with a possible solution.

Open Forum

Equity Book club this semester is *Black Lives Matter at School*, which is material compiled that covers all levels of education. The eBook is available through the college's library.

There was a concern that there was no door monitoring in the Academic Building to check bracelets.

Adjournment

The Faculty Caucus adjourned at 4:02 p.m.

Next meeting

2:30pm on Tuesday, March 16th, 2021 via Zoom.

Respectfully submitted,
Michael Faitell