

Faculty Caucus Meeting Minutes
May 2024

Faculty Caucus Meeting Minutes

Meeting Date: May 13th, 2024

Time: 2:30 PM

Location: TEAMS

Attendance:

A. Lewis, A. Miller, C. Miller, C. Van Namee, C. Ehrlich, D. Stevens, D. Sonne, E. Brindisi, G. Melendez, J. Ireland, K. Raab, L. Charbonneau, M. Barlett, M. Faitell, M. Kuczynski, M. Cameron, R. Huyck, R. Wittenberg, S. Dar

Meeting called to order at 2:32 PM

1. Review Agenda

- 2. Approval of April 2024 minutes:** C. Miller moved to approve April 2024 minutes meeting; G. Melendez, seconded.

- Passed TEAMS Poll (16 Approved, 0 No, 1 Abstain = 17 total responses)

3. Chair Report: S. Dar – Chair

I. VP Kahler

- i. VP Kahler will visit Caucus in October

II. VP Squires

- i. Nothing to report

III. Conversations with Rich Craft (Bookstore Manager)

- i. No Academic Advantage Pack (AAP) in the summer
- ii. Integrated Courses should work like before
- iii. Students will have to buy the textbooks and other material, either from the bookstore or anywhere else
- iv. If you use integrated courseware over summer, make sure students buy code ASAP so they don't lose access

IV. Update from Calendar committee

- i. Looking to set calendars for 26-27, 27-28, 28-29
- ii. Each semester needs 70 full dates
- iii. Questions from Committee to Faculty Caucus
 - 1. Keep 14 weeks or switch to 15 weeks
 - 2. Fall Break
 - 3. Advising Day
 - 4. Email Anna or tell Chair
- iv. Questions/Comments about calendar:
 - 1. Have break before Thanksgiving would be helpful -Advising day in Spring OK, does not seem needed in Fall with year advising now – can use as "Fall Break"
 - 2. "Fall Break" two days would really help students get caught up in the Fall (Monday and Tuesday) - could start Fall semester mid-week like in the Spring semester if that will help
 - 3. Prefer 15 weeks (easier for lab)
 - 4. More regular start time with 15 weeks

5. Breaks should line up with local K-12 schools – 15 weeks can make it difficult for returning adult students who have kids

4. Old Business

I. Artificial Intelligence workgroup update: C. Ehrlich

i. POWERPOINT

1. Activities of work group
2. Survey results
3. Conclusions (some of the conclusions listed here)
 - a. Faculty can use Academic Freedom to use or ban AI in their classrooms as they see fit
 - b. Unauthorized and/or uncredited AI use is unacceptable
 - c. Faculty strongly encouraged to have clearly articulated AI policy in their syllabus
4. Deliverables
 - a. August Institute
5. What is next

ii. Group will continue as a workgroup/sub-group of Faculty Caucus

II. Student Class Survey update: A. Lewis

- i. Revision to student class survey is posted on [Teams \(May meeting folder\)](#)
- ii. Response rate was ~20%, many came from High School Dual Enrollment
- iii. "Classroom" wording was removed – changed to "this course", etc.
- iv. NA was removed from some questions where NA shouldn't be an answer (removed in parts 1 and 3, kept in parts 2 and 4)
- v. Question about tutoring sessions was warped by dual credit response (should have clicked NA instead of strongly disagree)
- vi. New part 5 learning support will have modular questions (second part only pops up based on answer to first part – if part 2 is relevant) – this affected Learning Commons and Office of Accessibility Resources (OAR) questions.
- vii. Learning Commons and Office of Accessibility Resources (OAR) questions pulled out of part 3 and added to part 5

III. Caucus Advisory Elections

- i. Four Faculty Members on ballot
 1. C. Miller
 2. E. Brindisi
 3. R. Wittenberg
 4. K. Raab
- ii. Poll to accept ballot to choose all four candidates to each serve a one-year term on Faculty Caucus Advisory - **"I vote to elect the ballot as presented."**
 - Passed TEAMS Poll (18 Approved, 0 No, 0 Abstain = 18 total responses)

5. Open Forum

6. **Faculty Journal Club: Claire Ehrlich**, "Lateral Reading and the Nature of Expertise: Reading Less and Learning More When Evaluating Digital Information."

Faculty Caucus Meeting Minutes
May 2024

7. **Adjournment:** Motion R. Wittenberg, A. Lewis, seconded. Unanimously approved.

- I. **Meeting adjourned at 3:45 PM**

Next meeting: on Teams, Tuesday, September 17th, 2024, at 2:30 PM

Secretary: Devin Sonne