



Faculty Senate Meeting Minutes
January 11, 2022 | 2:00 PM
Zoom Virtual Senate Chambers

Call to Order**Monika Bubacz**

Dr. Bubacz called the meeting to order at 2:02PM

Approval of Minutes from 12-10-21**Monika Bubacz**

See document in the Senate meeting folder in SharePoint.

No discussion, no corrections. Senate voted: 0 nays, 0 abstentions. Passed, minutes approved.

Graduate Curriculum Committee Recommendations**Melissa Graves**

See document in the Senate meeting folder in SharePoint.

No discussion. Senate voted: 0 nays, 0 abstentions. Passed, motion carried.

Faculty Awards Committee Charter Update**Alyson Eggleston**

See document in the Senate meeting folder in SharePoint.

No discussion. Senate voted: 0 nays, 0 abstentions. Passed, motion carried.

Update from the Provost**Sally Selden**

- New two-factor ID verification process
- CEITL&DE reminders
- Commission on Higher Education (CHE)

Justin Palmer**Diana Cheshire****Evan Ortlieb**

Dr. Selden, General Walters, and others will be going to the House Ways and Means Committee in Columbia on January 26 to present their budget request. They are optimistic for a positive outcome. They will be asking for recurring dollars as well as one-time funds; there will be a strong emphasis on the request for the School of Engineering as well as for Stevens Barracks. They are also working on making a case with the Governor's office for the same things. As you may have seen in the news, there are some positive revenue projections for the state, particularly with regard to Dr. Selden's timeline. More to follow on this as it develops.

Sabbatical letters have gone out. As with adjunct letters, administration is moving toward electronic notifications (through DocuSign) rather than a physical letter. Please keep an eye out for that moving forward.

Reconstitution: at least six or seven freshmen who were expected to return did not. Dr. Selden does not have the numbers yet but is trying to track what this looks like compared to last year. Based on registrations, there are 80-90 students fewer in the Corps of Cadets than there were a year ago today. That gap is smaller than what Dr. Selden expected, which is positive. Overall, we are a little bit up on graduate students (as a result of our online programs)-and a little bit

down on transfer programs. Dr. Selden remains optimistic that we have not taken a big hit from first semester to second semester.

A few initiatives are underway. We are working very hard on the recruiting and retention task force. We are still behind from a year ago and two years ago in terms of prospects, applications, acceptances, and deposits, but Dr. Selden noted that this tracks a national trend of record low college applications. The good news is that that gap is getting smaller. We have some new scholarships and we will see how we do with our ROTC service for scholarships when the boards come out again in the next two months (January-March).

We are recruiting students from outside the United States (not necessarily international students), focusing on DoD schools abroad. We are building relationships with military high schools and leveraging relationships on campus to make contact with potential recruits. Dr. Selden will be going on the road starting next week and will be doing a series of recruitment events in the Washington, D.C. region, then Greenville and Atlanta.

General Walters will also hold recruiting and fundraising receptions, as will the Commandant. One of our primary focuses will continue to be on students' scholarships, particularly for students who have financial need.

Questions:

- Will the Governor share any of the Federal Corona Virus Relief Funds with Higher Ed?
 - Some of that money will be allocated to CHE. Evan Ortlieb is leading a team on this initiative. Their focus is on how we address the learning loss that has occurred for students, particularly those entering college. Our emphasis here is really trying to coordinate through CSI.

Justin Palmer:

We are facing a change to our cyber insurance policy requirements. In case of any ransomware attack or other cyber incident, we carry cyber insurance. The insurance carrier has changed the minimum requirements going forward, requiring two-factor authentication for Office 365 email services. This applies to anything that uses Office 365 (email, SharePoint, Canvas, etc.). This is only for off-campus use. Any time you sign into one of these programs from off-campus, you will need to use two-factor authentication. Starting January 18, you will be required to sign in with standard email/password and again with a mobile app. User guides and videos will be available on the employee tab of Lesesne Gateway, including training sessions via Zoom and one-on-one help. See the slides in the Senate meeting folder in SharePoint for a demonstration of the login process for the Microsoft Authenticator App.

Questions:

- Will this be required every time we login off campus?
 - Yes
- Will this solve the junk mail problem we had?
 - No (we are continuing to work on that; if you do have those issues, please report them to ITS).
- Will this impact signing into Zoom?
 - Yes
- If you have downloaded Outlook to your home computer, will you have to do this?

- Yes
- Will this be required for each separate app?
 - No, it is done by session.

Please email Justin at justin.palmer@citadel.edu with any questions/concerns (if you would like an appointment, please submit a Hotline ticket).

Diana Cheshire:

Be sure you are practicing and preparing for the start of classes tomorrow. Be aware that you might have students in quarantine for the first week of classes (all notifications have been sent out as of this morning). Kevin Metzger retired in December. If you previously contacted him for assistance, please contact the CEITL&DE team via phone or email for assistance:

ceitlde@citadel.edu or 843-953-TEAM (for livestreaming support in the classroom).

Evan Ortlieb:

CHE has obtained \$5,000,000 of American Rescue Act Funds. That will be rolled out to a projected five or so proposals within the state. It's expected that The Citadel's proposal, which will be submitted by the January 21 due date, will probably be around \$750,000, spread over three years, and directed toward learning losses experienced by high schoolers in their transition to college having gone through COVID. We will target the rudimentary fundamentals of reading, writing, and mathematics. Most likely, there will be a heavy component in the summertime since some incoming cadets take CSI. We are hoping to target a small, select number of incoming students, maybe 30 to 40 total, who might not ordinarily do well in various courses. There will be some hour offerings as part of that, and there may be some other elements that are not for credit hours. The hope is that those monies will not only pay faculty to support them through that process and a project director, etc., but also pay for the students to go through this enhanced CSI program.

Standing Committees

- Online Education Committee
 - Last semester, the committee finalized their charter and presented that to the Senate. Additionally, the committee brainstormed how best to support CEITL&DE moving forward, including recommending technologies and activities.
 - First meeting of the semester will be next week. Committee materials are now being organized on Canvas.

Elizabeth Connor

Tim Mays

Future Business

- Spring Meetings - Fridays at 2pm: February 11, March 11, April 8; Friday, April 29, 12pm (all in Jenkins Hall Auditorium)
- In-person Senate meetings will follow the campus COVID guidelines – please share needs for special accommodations before each meeting.
- Faculty Senate Executive Committee will keep an eye on the campus COVID situation as we near the next meeting, to determine whether we meet in person or continue meeting through Zoom.

Monika Bubacz

Senate Announcements

- Faculty Manual Update

Senators

Monika Bubacz

- Two meetings (one virtual, one in-person) were held earlier this week and we are still collecting feedback via survey. If you have not received the invitation to the survey or if you have not yet met as a department to discuss the Faculty Manual updates, please do so (survey closes next Monday, January 17).
- The plan is to complete the draft next month to present to senators in February and vote on it in March. We can still talk about any changes in the April meetings, so the plan is to have the recommendations to the Provost related to the new Faculty Manual this semester.
- Sabbaticals Committee **George Williams**
 - Recipients have been notified for next academic year.
 - In the next few weeks, the committee will be meeting to work on condensing the process. Thank you to everyone who helped this past semester with presentations and reports.

Adjournment

Meeting adjourned 2:38PM.

Monika Bubacz