

## **Governance, Communications and Recruitment (GoCore)**

### **Committee Meeting of Faculty Senate**

August 25, 2020

3:00 PM-4:30PM

**Attendees:** Maria Collins (Co-Chair), Burak Erdim, Chad Jordan, Meagan Kittle Autry, Barbara Kirby (Co-Chair), Andrey Kuznetsov, Joan Nicholas-Walker, Troy Pinkins,

**Absent:** None

#### **Action Items**

- Maria will create a shared folder for the committee and post relevant documents
  - Focus group reports from last year
  - Shared Governance doc from Faculty Assembly
  - Last set of Minutes from 2019/20
  - Create sub-folders for Recruitment, Communication, and Governance
- Maria and Barbara will meet with Chair of the Faculty before the next meeting to discuss the accessibility of the faculty senate meetings, the role of the lead senator, status of the faculty senate budget, and expectations about communication across the senate.
- Communication subgroup (Troy, Meagan, Joan)
  - Begin reviewing and prioritizing recommendations from the two student reports.
  - Create an action plan for moving high priority recommendations forward.
  - Identify and make recommendations for how senators can communicate with each other to conduct business and share ideas outside of meetings.
  - Identify and make recommendations about making minutes and recordings from the Senate meetings more readily available.
- Governance (Barbara, Chad, Andrey)
  - Review and initiate discussion about the Faculty Assembly's Principles of Shared Governance.
  - Review Faculty Senate bylaws for intersections and inconsistencies with the Principles Document.
- Recruitment subgroup (Meagan, Burak, Maria)
  - Create a document outlining expectations for lead senators.
  - Provide a list of the options senators have for communicating with their colleges.
  - Create a recruitment calendar.

- Create email templates for senators to use when communicating about recruitment.
- Chad will begin outlining what to include in an orientation toolkit. He will coordinate with the Communications and Recruitment subgroups for content and best practices to include. The toolkit might include
  - Expectations for communicating with your colleges
  - Suggestions for ways to communicate.
  - Expectations for participation in the Faculty Senate.
- All committee members should read through last year's student reports and the minutes from the April 7th meeting to review previous recommendations. Prioritize the most important recommendations for your subgroup as well as easy recommendations to move forward. Post recommendations to the recommendations spreadsheet for committee review and discussion.

## **Discussion:**

### **Discussion of Mission and Goals**

The first meeting was spent reviewing and discussing goals from the previous year; progress made, and possible next steps.

### **Student Team Reports**

- Troy provided a synopsis from the two student groups who coordinated focus groups related to Faculty Senate communication and marketing.
- Both student groups participated in exercises and interviews to better understand the Faculty Senate and conducted focus groups and research in order to come up with recommendations.
- We discussed the goal of increasing the usability of the Faculty Web site for senators and faculty.
- Action item - Our committee needs to review these recommendations and create an action plan for moving these forward.

### **Potential areas for improvement**

- Areas of for potential improvement include:
  - Making the work of the Faculty Senate more visible including handling and communication around issues of concern.
  - Continuing to improve the technology available to the Faculty Senate for conducting and recording meetings; delivering presentations. We acknowledged progress made last year with a new projector for the room.
  - Accessibility of meetings to the general faculty

- Action item - Discuss with Hans the process for communicating and facilitating access to meetings to general faculty to maintain the openness of meetings.
- Ideas to consider
  - Record the meetings and post to the web site.
  - Update Faculty Senate calendar with a recurring link to the meetings. Send a communication to the general faculty list about the location of the calendar to download for access to these links.
  - Handling levels of participation - Create a Zoom view that allows for senators to function as panelists and provides view-only access for general guests.
  - Send a notice out to the general faculty list about meeting times. Have folks register to view the meeting and then use Shibboleth/MyPack Portal for authentication and access.
- Communication among senators and by senators back to the Colleges
  - We need to identify and document how senators can communicate with the rest of the Faculty Senate. This can be folded into the work of the Communications subgroup.
  - How do senators communicate with one another to conduct the work of the Faculty Senate?
    - Need to identify ways for senators to share ideas and conduct work outside of meetings (internal dialog).
    - Senators want an accessible way for vocal, moral leadership.
  - Senators communicate information back to their colleges in different ways. It would be good to identify current methods and suggest best practices for senators to consider.
    - Troy provided examples from his college including participation in executive leadership meetings for a given college, including Faculty Senate updates in college newsletters.
    - The committee discussed the importance of networking and forming a relationship with the communications/marketing teams for each college.
  - This points to the need for an orientation toolkit that will outline expectations about communication practices and participation in the Faculty Senate.
- The role of the lead senator
  - The committee talked about the need to formalize the role of the lead senator.
  - GoCore can support this process by talking to Hans about his expectations, outlining a calendar for recruitment activities for the

year, providing support for this role in the orientation toolkit, and possibly providing templates for communication about recruitment.

- Faculty Senate Meeting minutes
  - Minutes are taken and posted, but how do we make these easier to find?
  - Idea again of posting the recording of the meetings as well.
  - Several senators had requests for more immediate access to what was happening in the Faculty Senate meetings due to the urgency on campus related to the pandemic. This points to the possibility of a live link to the meeting.
- Funding for Faculty Senate
  - The committee talked about the need for funding to move forward last year's recommendations to improve the web site.
  - Need to talk to Hans about availability of funding.
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### **Work teams for the year**

- The committee talked about the best approach to tackling the expansive charge of the group.
- The committee decided to form subgroups in the areas of communication, recruitment and governance.
- Suggested membership:
  - Communication: Troy, Meagan, Joan
  - Recruitment: Meagan, Burak, Maria
  - Governance: Barbara, Chad, Andrey
  - Orientation Toolkit work
    - Chad will liaise with Communications and Recruitment on this work
- The Governance group needs to review the Shared Principles document as well as the current Bylaws for NC State's Faculty Senate. Another concern to address is outlining the role of Faculty Senator in the governance process.
- Recruitment work has a time constraint and expectations should be set early so we can facilitate communication with senators about their role in this recruitment process.
- The Communication team needs to review and push forward the work from last year. In addition, with the backdrop of the pandemic and remote learning, there is a more urgent need to create ready channels for communication.