

Governance, Communications and Recruitment (GoCore)

Committee Meeting of Faculty Senate

September 22, 2020

3:00 PM-5:00PM

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 follow up with the Libraries about the technology that was installed in Faculty Senate room, so that the communications subgroup can make recommendations about how to make the meetings more accessible virtually when everyone returns to campus.
- Maria will send comments from the Chair of the Faculty about the purpose of the Lead Senator to the Governance subgroup so that they can clarify the expectations of this role.
- The Governance subgroup should share their outline of the role and expectations of the Lead Senator with the Chair of the Faculty, and then share this information in a committee report with the Faculty Senate for approval.
- Committee chairs will set up a meeting with Joni and Hans to discuss options for making the Faculty Senate meetings more accessible to the general faculty. Meagan and Troy can help if needed to work out webinar logistics.
- The recruitment subgroup will follow up with the Faculty Senate office about dates for a recruitment calendar.
- The communications subgroup will work on a template for information that can be included in the Provost's newsletter about the Faculty Senate. This same information could be used for the calendar.
- Committee chairs will follow up with the Chair of the Faculty about the best contact for Emily from the Provost's office to contact related to an interview feature for the newsletter. In general, ask who should serve as point for submitting (not writing) Faculty Senate related items for the newsletter or the calendar.

- All subgroups should continue to move forward action items on the recommendations spreadsheet.

Discussion:

Minutes from the 8/25 meeting were approved for posting.

Committee chairs shared and discussed updates from the Chair of the Faculty about questions from the previous meeting.

Updates included the following:

Making faculty senate meetings accessible to the general faculty (post recordings, livestream, etc.)

- The committee should recommend options and present these to the Faculty chair.
- Everyone is in agreement that this is important and needs to be done.
- The committee needs to investigate the technology in the room to determine how we would continue to do this when we return to this space. Maria will follow up with the Libraries and provide this information to the Communications subgroup.
- Additional areas of discussion might include: Mediasite, recorded links, breaking out the links by speaker, mics for the faculty senate room, Zoom links, best practices for participation.

After discussion in the meeting, the committee decided to move forward in the following ways:

- The committee co-chairs will meet with the Faculty Office to suggest the following:
 - Post Faculty Senate meeting information to the university calendar. Note that meeting agenda are finalized just before the meetings, so these would not be available for the calendar entries.
 - Depending on complications of streaming the Faculty Senate meetings, start off by posting a recorded link to the FS web site.
 - Work towards a webinar approach to Faculty Senate meetings where the senators are panelists and general faculty can watch as attendees.
 - Need to determine how general faculty comments will be handled.

Communication channels to conduct work and share ideas outside of meetings

- Senators can have unmediated/work group discussions in committees or by reaching out to individual people.
- Senators can reach out to the Faculty Senate body by going through the Chair of the Faculty.

Lead senator role

- The Lead Senator was original envisioned as having two roles

- First, this person would serve as point for communication. This person would facilitate the exchange of information with their college.
- Second, this person would support recruitment by reminding folks about the need for candidates and provide relevant information for folks who are interested.
- The Lead Senator role is seen as informal, someone who would keep the department heads in the loop and nudge them when something is needed. This role should be interchangeable.

After discussion, the committee recommended the following:

- The Governance subgroup will write up expectations for a Lead Senator and share with the Chair of the Faculty and then the Faculty Senate.
- The Recruitment subgroup will start work on a recruitment calendar so that this is ready to present to Lead Senators when they are selected.
- Committee members discussed the idea of each college selecting the Lead Senators, which have not be selected yet for this year.
- For recruitment, the committee talked about ways to incentivize people to serve, such as formalizing the percent of their service commitment across all colleges.

Faculty Senate budget and potential funding to move forward on the recommendations from the two student groups projects from last year

- There really isn't a formal budget to support the committee work.
- But as the committee has recommendations, they can work with the Faculty Office to try and find the money for support of these activities.

Faculty Senate related announcements/information for the Provost's Newsletter

- The Provost approves of including information about the Faculty Senate in the newsletter.
- GoCore would need to determine who would contribute information/articles for the newsletter.
- Whatever is determine would need to be sustainable.

After discussion, the committee determined the following:

- The communications committee will create template that could be used for both the newsletter and the calendar that would capture basic information such as dates, deadlines, recruitment announcements, etc.
- In general, the committee would like to determine the best workflow for information about the Senate for any kind of communication or calendar. Should the committee write these kinds of things, then send on to the Faculty Senate office for review and submission?
- The committee also talked provided suggestions for article topics to the newsletter staff, such as features on different senators.

Faculty Senate Committee reports

- It will take a few weeks for the committees to get going on their work and have information to report.
- The Chair of the Faculty will work on incorporating more reports into the agenda.
- Not every committee will need to report every meeting; would like to keep these reports to 2 minutes (although some folks will need more).

The remainder of the meeting was spent reviewing individual committee recommendations and assigning this work to the three subgroup teams – communication, governance, and recruitment. The subgroups should use this spreadsheet as a charge for their groups.

The committee will finish reviewing the recommendations during the next meeting.