



Senate Faculty – Urgent Meeting

Meeting Minutes #8

DAY: Monday, April 27, 2020
TIME: 1:00 – 2:00 pm
LOCATION: Online through GoToMeeting
FACILITATOR: Dr. Abu-Raqabeh

Attendees
 Dr. Faruk Taban (Provost), Dr. Tawfiq AbuRaqabeh (Business Administration), Dr. Ann Marie Smith (EDUC), Shweta Shroff (Library), Dr. Karman Kurban (at large – EDUC), Dr. Harun Yilmaz (at large – EDUC), Jason Villanueva (GLS), Dr. Wendy Schulze (at large – EDUC)
 Dr. Sherell Laster (IEP)

Members Absent
 Dr. Ihsan Said (Computer Science)

Agenda Items

1. Approve the previous meeting minutes
2. Pass/Fail option. See the information below:

 Here are the details:
 1. You complete the courses as usual by fulfilling all the requirements (Finals, HWs, Quizzes, Assignments etc) as much as you can.
 2. After the final week (May 13-22), you will get your final grades on myNAU portal (Campus Vue) as usual.
 3. If you are satisfied with your grades, you do not need to do anything.
 4. However, if you are not happy with any of grades (i.e you think that your final grade on a specific course will negatively impact your GPA) please send an email to the Registrar directly at registrar@na.edu about your intention to switch your specific course grade to Pass/Fail grade.
 5. Enter your intention of P/F grade and the course number on the subject line of your email, e.g. Pass grade for ENGL 1311
 6. If there are more than one course that you want to choose a P/F option, you need to repeat the steps above for each course.
 7. Deadline to inform the Registrar about your decision is Friday, June 5, 2020 by 5pm (CST).
 8. If you choose a P/F option by June 5, 5pm by sending an email to the Registrar, then the Registrar will implement your request and switch your final letter grade to a P/F grade on myNAU portal (CampusVue) to complete this process. After that, you will not be able to choose a P/F option. Posted final grade will be “FINAL”
 9. If you have questions before you make any decision, all of your questions have to be resolved before the deadline.
 10. This special situation to choose a P/F grade option applies ONLY to Undergraduate students/courses. Graduate students do not have a P/F grade option.
3. Graduation commencement.

	<ol style="list-style-type: none"> 4. Fall session (online or on campus) 5. Update on COVID 19 6. Any other matters
<p>Current Business</p>	<ol style="list-style-type: none"> 1. Dr. AbuRaqabeh made a motion to approve the minutes of the last meeting, Dr. Yilmaz seconded it and the minutes of the last meeting were then unanimously approved and accepted. 2. Dr. AbuRaqabeh shared the 10-point draft of the note (provided in Agenda item #2) to be sent to the students and initiated the discussion on Pass/Fail options. Dr. Taban informed the Faculty Senate in brief about the discussions that have happened in Chairs and Expanded Chairs meetings on this topic. He also informed that discussions with the University President and the Executive team also took place on Pass/Fail options. Many universities have started offering this option to their students for the final grades for Spring 2020 semester due to challenges faced by them in current COVID 19 pandemic situation and transformation of classes from face-to-face to online. NAU is thinking of offering this option to its undergraduate students too. It is proposed that the instructors will put in Letter grades as usual and then the students will have two weeks' time to decide whether they want to go with Letter grade or P/F grade. 5:00 pm on June 5, 2020 will be the deadline for students to resolve all issues related to this matter and the Registrar will then change/keep the grades as per options selected by the students. Dr. Taban also informed about one disadvantage of this option that this might cause some issues to students with 'Pass' grade if he/she requests transfer to other university at a later stage and if that university does not support this format. After letting the Committee know about his intention to send this note to the students by evening of April 27, Dr. Taban requested the Faculty Senate to provide any comments or suggest modifications to the proposed draft, which is shared in Agenda item #2. Dr. Laster expressed her concern about sending this note to the students on the same day evening, as they are in the concluding stage of their semester and if they receive this email, some of them might not work hard for better grades and be satisfied by getting 'Pass' grade. In support of this, Dr. Smith suggested to wait for a week or so before sending this note. Dr. Taban explained the other side of the issue that this news might bring relief to those students who are really struggling at this point and if we send a note after a week or after Finals, that could be late for some students who could get benefited by this decision otherwise. Dr. AbuRaqabeh agreed to Dr. Laster's point of view and suggested to wait until May 10th or 11th to send this note to the students. In this connection, Dr. Taban informed that UT and some other universities have informed their students about this option already, but Dr. Laster drew attention that in their note, UT has mentioned that this option is available to students who themselves or their family members are affected by COVID 19. In NAU's note, this isn't the criteria to offer this

option and hence, NAU is giving a huge benefit to the students. On this, Dr. Taban said that NAU is not mentioning this in its note assuming that everyone is impacted by COVID 19 in one way or the other. Current situation of moving classes online is because of this pandemic. Dr. Smith opined that maybe this note should go to Faculty a week earlier than it goes to students. On this, Dr. AbuRaqabeh said that faculty know already through their department meetings that this is under consideration for Spring 2020 semester. Dr. Kurban also agreed to providing this P/F option to students and the advantage according to him to send the note early is to relieve their stress. Also, he mentioned that if this note goes after Finals, then students probably will not check their emails and might miss the opportunity. Dr. Kurban also suggested that in the note, there should be a mention of from where students can get more information on Pass/Fail option and minimum passing grade. Dr. Yilmaz suggested to inform students through Moodle as well to be able to reach out to more students and in case some students do not check their emails. After all this discussion, Dr. AbuRaqabeh expressed that the Senate agrees to the decision of offering Pass/Fail option to NAU undergraduate students and the day/time to send this note to students is left to Dr. Taban. Dr. Taban assured to consider suggestions provided by Faculty Senate, modify the note accordingly and send it to students and faculty after consulting all Chairs and coordinators.

3. Regarding Graduation Commencement, Dr. Taban informed that it is not happening in May 2020, but the venue Stafford Center is not cancelled yet because NAU needs to decide on either date to reschedule it, cancel it, move it to virtual, or combine it with December 2020 Graduation. This has been discussed in the Executive Committee meeting and the decision will be finalized by beginning of May 2020 after reevaluating the situation and watching other universities' stand on this. When Dr. Taban sought Faculty Senate's opinion on this, many members opined that virtual commencement will not be as exciting as physical one. Dr. Schulze expressed that many of her students are keen to have a live ceremony even if it is postponed.
4. Regarding Fall 2020 courses, Dr. Taban informed the Committee that no decision has been taken yet about moving them online. NAU will go ahead with the conventional plan and schedule. However, the decision might get changed based on government guidelines and other universities' decision. Dr. Smith mentioned that many of her students would prefer to have the classes live again in the fall. Dr. Laster informed that the accreditation body has approved NAU's plan of offering online classes until end of Summer sessions, and if NAU decides to go online for the Fall semester too, another request will have to be sent for approval.
5. Dr. AbuRaqabeh initiated the discussion on COVID 19 updates and requested Dr. Taban if there are any. There weren't any updates after the last email from HR, but Dr. Taban informed that if classes go live again in the fall, there will be many regulations in place for sure. Also, he mentioned that cleaning issue

	<p>will be critical when the building reopens. Some courses might get converted to online and everyone will need to be mindful of everyone else's health conditions. There is a possibility of gradual reopening and not to reopen all departments at the same time. Because there is also a hospital in the building, there could be temperature screening for entering into the building. There are a lot of unknowns yet, so nothing is finalized, but depending on the situation, a rough estimate for reopening the building and facilities, according to Dr. Taban, is June or July 2020. Ms. Shroff drew attention of the Committee that FAQs on NAU's website related to COVID 19 need to be updated with latest information. Dr. Taban assured that he will let UMCR know this.</p>
Action Items	<ul style="list-style-type: none"> • Send a note to students and faculty about P/F option (Dr. Taban) • Inform Faculty Senate about the new date of Graduation commencement (Dr. Taban) • Updates about Fall 2020 courses and COVID 19 (Dr. Taban)
Next Meeting	End of May or beginning of June 2020
Recorded By	Shweta Shroff
Adjourned	Meeting was adjourned at 1:51 pm