



**Faculty Senate
Meeting Minutes**

DAY: February 20, 2025 TIME: 2:30 PM – 3:10 PM LOCATION: Microsoft Teams FACILITATOR: Ann Marie Smith	
Attendees	<ul style="list-style-type: none">• Dr. Halil Tas• Ann Marie Smith• Shweta Shroff• LaTisha Metts• Jason Villanueva• Nadeem Daudpota
Members Absent/ left the Senate	<ul style="list-style-type: none">• Linda Hart• Jennifer Buckner• Kenneth Fahndrick
Approved previous meeting minutes	Yes, with minor spelling corrections.
Meeting minutes agenda	<ol style="list-style-type: none">1. Provost Report—Dr. Tas<ul style="list-style-type: none">• Directory• Phone numbers for Campus Security2. Approve minutes3. Meeting with Faculty Athletic Representative?4. At-Risk Student Surveys Follow up5. New business
Discussion and Explanation to the agenda presented.	1. Provost Report (Dr. Halil Tas) <ul style="list-style-type: none">• Dr. Tas provided updates regarding campus facilities, particularly addressing complaints about restroom access in faculty and staff areas.• The installation of keypad locks on restrooms is underway. Faculty and staff must visit the facility office on the 4th floor to update their key access before they can use the locked restrooms.• He assured faculty that an email notification would be sent once the keypad locks are activated. If any faculty members encounter difficulties accessing the restrooms, they should report the issue immediately.• Classroom cameras have been installed in various rooms. However, they are currently not recording. Faculty will be notified when recordings will begin, and further discussions will take place regarding how these recordings will be utilized in the future.



- **Directory and Security Phone Numbers:**
 - Faculty members raised concerns regarding the lack of a centralized faculty directory, making it difficult to contact individuals responsible for specific administrative and academic functions.
 - There was a proposal to create and distribute an updated faculty and staff directory, similar to what is available at larger universities, to facilitate smoother communication for faculty and students.
- Another major issue discussed was campus security contact information.
 - Faculty raised concerns that emergency security contacts were either outdated or not widely known among faculty and staff.
 - It was confirmed that campus security is in the process of establishing a centralized security phone number to streamline emergency response procedures.
 - Library staff expressed concerns about limited security presence in the evenings, especially as student workers manage the library alone after 5 PM.
 - The provost acknowledged the concerns and assured faculty that he would follow up with campus security to ensure that the new security contact information is properly communicated to all staff.

2. Approval of Previous Meeting Minutes

- The previous meeting minutes were reviewed. Minor spelling errors were noted and corrected before final approval.
- The minutes were formally approved following a motion made by Jason Villanueva and seconded by Shweta Shroff.

3. Meeting with Faculty Athletic Representative

- A significant concern raised during the meeting was the sudden cancellation of the university's football program.
- Faculty members expressed frustration that they were not informed in advance, which led to confusion and emotional distress among students.
- Several professors had to counsel students who were unaware of the decision and its implications for their academic and athletic futures.
- Dr. Tas explained that discussions about the cancellation had taken place in administrative meetings but were not shared with faculty beforehand to prevent premature leaks.



	<ul style="list-style-type: none">• Faculty members recommended that in the future, such major changes should be communicated to faculty and students simultaneously to allow instructors to properly support students affected by administrative decisions. <p>4. At-Risk Student Surveys Follow-Up</p> <ul style="list-style-type: none">• The process for identifying at-risk students and providing faculty with timely information was discussed.• Faculty members noted that while at-risk student surveys are conducted, there are delays in follow-up actions, making it difficult for advisors to provide timely support.• Key concerns raised:<ul style="list-style-type: none">• Many faculty members were unaware of which students were flagged as at-risk until late in the semester.• The system for informing advisors was described as inefficient, requiring manual effort to cross-check student records.• Faculty requested a clearer reporting mechanism that provides real-time updates on students who need intervention.• It was suggested that the Student Services Office take a more active role in coordinating follow-ups and supporting students flagged as at-risk. <p>5. New Business</p> <ul style="list-style-type: none">• Faculty and Student Surveys:<ul style="list-style-type: none">• Faculty raised concerns about survey distribution and approval timelines.• In past semesters, faculty and student surveys were distributed without prior faculty input, leading to surveys that lacked relevance to faculty concerns.• A proposal was made to ensure that department heads and faculty representatives review survey content before it is finalized.• Faculty also requested that satisfaction surveys for students and staff be conducted earlier in the semester to allow time for addressing concerns before the semester ends.
Items not approved	None
Next Meeting	To be announced
Recorded By	Nadeem Daudpota
Adjourned	3:10 PM