

Minutes of Senate Faculty Affairs Committee Meeting

May 2020

Date and time:	May 5, 2020, 10:30 am - Noon
Location:	Zoom
Present:	Yodit Betru, Chris Bonneau, Lorraine Denman, Irene Frieze, Vicki Gamble, Suzanna Gribble, Sandra Guzman, Robin Kear, Marty Levine, Patrick Loughlin, Tom Songer, Jay Sukits, Amy Tuttle, and Frank Wilson
Absent:	Helen Cahalane, Scott Glaser, Laurie Kirsch, Carol Mullen, Morgan Pierce, Juleen Rodakowski, and Seth Weinberg

Call to Order – The meeting was called to order by I. Frieze at 10:34 am.

1. L. Denman reviewed the current wording to the updated annual evaluation letter draft
 - a. Point 1 – no change
 - b. Point 2 – discussion to add “research” into the list of job functions
 - c. Point 3 – change the word “enumerate” to “identify”
 - d. Point 4 – no change
 - e. Point 5 – no change
 - f. Point 6 – no change
 - g. Point 7 – no change
 - h. All present approved the language and the document will be sent to TAFC for comment.
 - i. There is a faculty assembly meeting schedule for June, this item will be added to the agenda (even without feedback received from TAFC by end of May). C. Bonneau asked chairs to email L. Kirsch to put on the June FA agenda.

2. R. Kear updated the committee on the matter from April where librarians were asked to sign a remote work agreement. The ULS admin did not require faculty to sign the agreement, an email was sent highlighting the responsibilities in the remote environment. Faculty are pleased with the outcome.

3. COVID concerns
 - a. I. Frieze spoke about a concern brought to the committee regarding the model of hybrid courses mentioned recently by Chancellor Gallagher. The strain on faculty to prepare for both styles of teaching is burdensome.

- b. L. Denman commented on part time faculty may not have access to course development tools through the summer due to being off contract. Preparation opportunities can be quite limited.
- c. General discussion on COVID:
 - i. C. Bonneau shared the reimagining Pitt education task force was asked to be bold and creative and not limit the possible options for fall term.
 - ii. C. Bonneau stated recommendations will be submitted at the end of May and will include the range of 100% in-person, hybrid, and 100% remote. Final decision made in early July. A delayed response allows time for new information to help guide the decisions and not restricting the possibilities given today's knowledge.
 - iii. J. Sukits asked how financial losses are being examined. C. Bonneau said that low, medium, and high impact scenarios are all being considered. Not trying to make choices for the short-term.
 - iv. Y. Betru noted that all online course preparation materials found through the Center for Teaching and Learning reference many months of planning and preparing an online course. With a July announcement, there is not much preparation time allotted to faculty.
 - v. J. Sukits enquired about a clearing house for best practices and lessons learned from Spring 2020, could this be developed?
 - vi. F. Wilson is a member of the technology task force and will take comments back to committee. He personally is preparing for remote teaching in the fall.
 - vii. L. Denman refocused the discussion to how the committee can support faculty during this time. Some discussion about resources and communication took place, no definitive global opportunities came to light.
 - viii. T. Songer asked about timing of state appropriations and impact on need for fall instructors, could there be a scenario where some will not be needed?
 - ix. C. Bonneau said there is some discussion of a 2-stage state budget, no details known. He believes the administration is committed to keeping people employed. Worst case scenario is not having any students on campus in the fall, but safety is first priority.
 - x. S. Gribble mentioned the importance of realizing we are running courses online, not online courses.
 - xi. Y. Betru suggested resources to help with how to coach and motivate students in a remote environment
 - xii. S. Guzman commented on the decreasing student satisfaction with laboratory courses
 - xiii. L. Denman asked if these contingencies are being discussed as only for fall, or whole academic year?
 - xiv. C. Bonneau commented that the discussion are for fall only at this point, but if we can get it right for fall, there would be a model for implementing in terms to come, if necessary.

- xv. S. Gribble discussed the summer BIOSC courses are being used as pilots for how we would run remote in the fall, provide faculty limited and safe access to work spaces and how lab courses are being approached.
- xvi. J. Suktis expressed interest in a modified policy for classrooms and offices to allow faculty to record or host lectures remotely, but in work spaces and not home.
- xvii. C. Bonneau stated 48 campus buildings are closed, all options are on the table for how and when reopening may occur.
- xviii. R. Kear stated that planning was happening in the ULS through a staged process from limited staff → reopening. Cited many considerations (limited services, work flows, enforcement of policies)

- 4. AY 21 FASC members. Some members completing their service, votes were still live and new members would be identified soon. AY 21 chairs will be determined once new committee members are notified. L. Denman and I. Frieze are willing to serve as co-chairs in AY21

Meeting adjourned at 12:02 pm.