

# MDECOE FACULTY COUNCIL

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## **MINUTES- draft 2-3-2020**

FEBRUARY 3, 2020

1-3PM

Fleming Conference Room

*Please Bring a Device to the Meeting to Access Box Files*

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Attendees: Ivor Weiner (President), Jordan Eickman, Virginia Kennedy, Nathan Durdella, Rachael Friedman-Narr, Sandra Chong, Julie Gainsburg, Joannie Busillo-Aguayo

- **Welcome and Approve Minutes from 12-2-19** (1:05pm-1:10pm)
  - Minutes approved: Motion by Rachel Friedman-Narr and second by Julie Gainsburg
  
- **Visit by Anthony Nguyen and Tech Team** (Time certain 1:10-1:15pm)
  - Discussion about state of computers in COE
  - Ivor recognized efforts of Tech Team
  - 2 full time staff /1 student assistant (Anthony has asked him to stay after he graduates in May); Team supports 625 computers in college (also printers, servers); 8 computer labs
  - College budget is tight; have asked other colleges to donate; business college donated 25 PC computers – windows computer lab now updated with same model as faculty
  - Mac computers: met with Apple to work on possible funding to purchase new apple computers for labs– will be a mixed platform (MacBook Air, MacBook Pro, Ipad)
  - Wireless interface- campus decided to put all Macs on management system JAMF – but authentication is still tied to Windows system; faculty have been having difficulty with passwords due to being tied to window system
  - Meeting with Apple, Anthony brought tech reps from other colleges and raised issue of passwords not working when they are changed -which is required every six months – this is a campus wide problem
  - Campus should purchase Enterprise Connect to address issue with Apple and wireless connection
  - Old Mac computers (~107) are being refreshed by erasing all data and reinstalling up to date software. Every faculty computer has been updated (new hard drives, etc.) at a cost of \$50 per machine.
  
- **Discussion of Agenda for Open Meeting** (1:15pm-1:45pm) *Delayed to future date TBD*
  - Given faculty load and large number of faculty who are sick, should we delay the Feb 17 meeting? *Committee members unanimously approved a delay.*
  
- **FC Bylaw Revisions Update** (1:45pm-2:00pm)
  - Virginia, Sandra, and Julie
    - Julie oriented faculty council on how to read the matrix they have created to review current and proposed by-laws and comments for discussion
    - Complete Sections 1 and 2. Suggested that faculty council work on Section 3 as a group.

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- **Campus-Wide Voting Initiative: We the People** (Time certain 2:00pm-2:15pm)
  - Carrie met with Shari about how to engage COE in the campus initiative to increase voter registration and involvement, build civic engagement, etc..
  - Goal is to get faculty engaged in civic engagement. Provide faculty resources for how to engage students in their classes in P-14 as well as classes at CSUN.
  - Committee suggested that Carrie reach out to department chairs directly to disseminate information to faculty
  - Sandra shared that AS has statewide efforts ongoing – Carrie stated that We the People is working with AS.
  - Faculty council supports efforts and each member will take back to their departments.
  - Carrie, Greg and Tovah are leading the initiative in the college. They will create a Box to hold documents and will send any communication to faculty council prior to sending out to college faculty at large
  
- **ESAC Bylaw Revision Update** (2:15pm-2:25pm)
  - Nathan and Joannie – will bring to FC on 2/17 for final approval
  
- **President's Report** (2:25pm-2:40pm)
  - Need to elect next president for faculty council – need to plan on how we want to roll this out to faculty by April.
  
- **President's search**
  - University President search is ongoing.
  
- **FC agendas and minutes**
  1. President should send out draft agenda 1 week before and final agenda on the night before the faculty council meeting – *approved by committee*
  2. Ivor – how do we get support for taking minutes? Can the Dean's office provide support? Office is stretched with all of the personnel searches. Shari elaborated on this in the Dean's Report.
  3. What other ways can this be done? Can we rotate among members?
  4. Sandra raised question of how can this be better supported – similar to university governance structure with full time support?
  
- **Bylaw process**
  - **Ivor proposed and faculty council approved:**
    1. Feb 17 will focus on by-laws 1, 2, 3 –
    2. Sections 1, 2, 3 ready and complete by 4/6 (and 4/20 if needed)
  - Nathan raised issue of how by-laws are created and approved – current by-laws are approved by faculty council – should these also be approved by all faculty? Should departments allocate time for discussing proposed revisions at department faculty meetings and get approval from all faculty – not just faculty council – this could give departments flexibility in how faculty give input on by laws.
  - By-laws – there has never been an open meeting to discuss by-laws. Should consider having faculty work on these in their Dept. meetings; (Julie) need input from faculty on

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- their ideas for faculty council. (Sandra) university has a governance in the system and support for this—why doesn't COE have greater representation? Why are we not supported? What is the history of this?
- Virginia – we have made great strides in defining purpose of faculty council, e.g., safety issue, conducting meetings that are universally accessible; should clear up some of the questions we have about the by-laws before presenting to COE faculty
  - Sandra- faculty may not be familiar with by-laws; could color code areas where we are seeking input from faculty or some other way to facilitate the process
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- Visit by Provost Beth Walker (April 6<sup>th</sup>)
    - Meeting is confirmed
  
  - **Emphasis on teacher education/credentialing**
    - Shyrea communicated to Ivor that the letter to the Provost omitted inclusion of EPC
    - Need to be more mindful of all departments in future communications about the needs of the college
  
  - **Dean's attendance at Faculty Council Meetings**
    - How do we work with Dean in a collaborative manner rather than giving directives for her to act upon? Faculty Council needs to discuss this. Additional discussion in Dean's Report.
  
  - **ESAC concern about interpreters**
    - Brian Foley and Wilda reported that there was no interpreter at an ESAC meeting, which prevented faculty from attending
    - Shari and Flavia have been working to hire an interpreter
  
  - **Dean's Report (2:40pm-2:55pm)**
    - Will miss Mar 2 meeting to attend conference and at AERA April 20
    - Dean's office wants to work collaboratively with committee to solve issues – vs. being given directives by faculty council that places responsibility on the Dean – Dean cannot carry this burden and needs the support of faculty council
    - How do we want the Dean's office to communicate with faculty council?
    - Provost has requested Dean's needs for future faculty hires – especially a need for diverse tenure track faculty; Provost is aware of faculty retirements, etc. and how this is affecting student education
    - Dean is advocating for 5 new faculty hires in the next hiring cycle. There are currently 8 faculty searches in progress within the COE
    - Any faculty hired in Deaf Studies or across university should come with a full time interpreter-
      - Computers: Dean's office has met with computer tech, Apple computer representatives to discuss tech needs.
        - Need to eliminate old equipment and large tables and modernize; rolling carts with MacBooks, iPads.

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- Negotiating with academic affairs if we can reconfigure computer labs so they are more flexible, which would create more classroom space
- Consider leasing equipment to keep up to date at a lower cost
- **Announcements** (2:55pm-3:00pm)
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- **Adjourn** (3:00pm)
  - Meeting adjourned at 3:05

*Next Meeting:* **February 17, 1-3PM.**

- *Remaining meetings and tentative focus:*
  1. Feb. 17 – Discuss revisions for By-laws Sections 1, 2, 3 and Section 5, if there is time.
  2. Mar. 2 – By-laws revisions and seek faculty input via department meetings
  3. Apr 6 – By-laws revisions completed and prepared to disseminate to faculty for adoption.
  4. Apr 20 – By-law revisions completed (if not completed at April 6 meeting)
  5. May 4 – Final meeting of the 2019-2020 Academic Year.