

Augsburg University Faculty Meeting Minutes
Wednesday, April 15, 2020 at 3:40 p.m.
Augsburg University
Held via Zoom

Provost Karen Kaivola presided and called the meeting to order at 3:40 p.m.

First Word

Stephan Clark, MFA Director of Creative Writing Program & Associate Professor, provided a first word.

Meeting structure - Motion to suspend normal voting practices - Bob Groven, Parliamentarian

Bob Groven spoke about the proposed process of suspending normal voting practices and voting online. He discussed Section 8.4, Article 3 of the Faculty Handbook.

He explained that voting would occur via the polling function in Zoom. He said that if the motion passes, then the meeting will continue per the agenda, but if it does not, then the meeting will need to be adjourned. He said that the motion has been vetted by PPC, Faculty Senate, and the Provost's Office.

Bob Groven proposed a Motion Allowing Faculty Meeting on April 15 and 29, 2020 to Conduct Deliberation and Voting on Official Agenda Items via Virtual Electronic Means. The motion was passed with 96% of votes in favor - 135 votes, 1% against – 2 votes, and 3% abstain – 6 votes.

Bob Groven then explained the Virtual Faculty Meeting Process.

Approval of Minutes

The previous meeting's minutes were approved.

Approval of Agenda

The agenda was approved.

Announcements

- **Support for Online Learning - Jenny Hanson, Director, Online and Learning Pedagogies and Jennifer Bankers-Fulbright, Director, Center for Teaching and Learning**

Jennifer Bankers-Fulbright spoke about CTL's work with the eLearning team. She said that Three Days in May will occur remotely via Zoom workshops. She explained that the content of those workshops will mainly be about ELearning. She said that suggestions for those workshops can be sent to Kerri Maher.

Jenny Hanson spoke about recommendations from the eLearning Team for teaching summer courses online. She also spoke about the Moodle Resources course available on Moodle. Jenny also announced a list of Moodle and Zoom mentors who are willing to assist other Faculty members who may not be as familiar with the applications. Those wishing to serve as a mentor can reach out to Jenny.

- **Message from Faculty to Staff - Doug Green, Professor of English**

Doug Green provided the following announcement: Several of us have composed “an open letter from Augsburg faculty to staff who have been laid off” and furloughed. We encourage you, our faculty colleagues, to read it and, if you see fit, to sign it. We also encourage you to send it to staff--ongoing, laid-off, and furloughed. I have posted the link to the letter in today’s Zoom chat and sent a copy to Jacob Walter for the minutes. If you have questions or access issues, please contact Nancy Fischer or Doug Green. Thank you.

[Link to Letter](#)

Reports from University Officers

- **Paul Pribbenow, President**

President Pribbenow spoke about the work of the Student Government. He confirmed that a Virtual Commencement will occur, likely at the end of May or beginning of June. He also spoke about two Honorary Degrees that will be conferred. He also spoke about the hard work that Faculty have done in the past month. President Pribbenow then spoke about the lost revenue (\$2.5m) related to the pandemic, and the money received (\$3.1m) via the Stimulus Bill. He also spoke about the scenario planning that is occurring for the next fiscal and academic year.

- **Robert Gould, VP Strategic Enrollment Management**

Robert Gould spoke about the estimated enrollment for next academic year. He spoke about the work of program directors to continue students through the summer. He spoke about recent admissions meetings with students. He asked the Faculty to please reach out to Admissions and Financial Aid if they hear from a student who is worried about their ability to continue attending school for financial reasons.

- **Rebecca John, VP and Chief Operating Officer**

Rebecca John announced that the top applicant for the CFO position recently accepted the position. She then spoke about the financial aid budgeting issue that occurred in 2018-19. She explained that the dollar amount awarded to students for

financial aid was much higher than the number budgeted. She spoke about the work that was done to discover that issue. She said that the issue was discovered with time to adjust our budget for next year. She also said that she believes that if our students experience a strong end to the semester, they will be more likely to return in the Fall.

- **Karen Kaivola, Provost and CAO**

Provost Kaivola spoke about the uncertainty of the current moment, and the resilience of the Augsburg Faculty. She then opened the floor to Faculty questions:

- A faculty member asked when book orders are due.
 - Provost Kaivola advised that the bookstore would like book orders as soon as possible.
 - A faculty member spoke about wanting the Faculty to consider which books might make for more effective online learning resources.

- A faculty member asked if there could be a way to share sacrifice and to make sure that layoffs are not entirely made in the Staff area.
 - President Pribbenow spoke about a reset that needed to occur in Augsburg's cost structure. He said that the institution did not feel that spreading those cuts would be sustainable in the long run.
 - Provost Kaivola spoke about the faculty compensation budget, including reductions in the Adjunct and Overload budget.
 - President Pribbenow also spoke about the reduction in Vice President positions, and reductions in pay in the Leadership Team. He also said that with not knowing what we might face in the future, there is potential that further changes may be necessary to keep Augsburg sustainable.

Faculty Senate Report - Milda Hedblom, Faculty Senate President

Milda Hedblom gave a brief report on the recent workings of the Senate. She asked the Faculty to please consult the written report distributed via email.

Reports and Motions from Committees

- **Faculty Committee Elections and Ratifications - Pavel Belik, Subcommittee on Committees Chair**

Pavel Belik spoke about the work of the Subcommittee on Committees. He spoke about the informational ballot that was distributed to the Faculty, and the plan to release the official voting ballot on Thursday, 4/16/20. He also reminded the Faculty to submit any additional nominations to Jacob Walter by midnight on 4/15/20.

- **First Reading: Motion to approve upper-division credit requirement - Provost Karen Kaivola**

Provost Kaivola presented a first reading of a motion to approve the upper division course requirement. The proposal would require 36 upper division credits for undergraduate students, effective for students entering Augsburg in Fall 2021 or thereafter. Substitutions of lower division course work for upper division requirements will be allowed at the discretion of programs and departments, but such substitutions will not count toward the upper division credit total.

Provost Kaivola clarified that this would apply to transfers who join Augsburg in Fall 2021. She also spoke about work needing to be done to clarify what the definition of an upper division course is. She also spoke about how the ISLO's may come into play, and how the HLC definition may come into play.

- **First Reading: Motion to approve new General Education Learning Outcomes - Stacy Freiheit, General Education Director**

Stacy Freiheit presented a first reading of a motion to approve general education learning outcomes. She spoke about the report from the Higher Learning Commission which tasked Augsburg with mapping all courses to undergraduate learning outcomes and including all courses in the assessment of each undergraduate learning outcome. She spoke about the plan to map general education courses to learning outcomes and to develop an implementation plan.

Stacy Freiheit spoke about the 4 program level learning outcomes Domains – Communication, Integrative Learning, Quantitative Reasoning, and Values, and their accompanying statements. The motion will be a vote to approve those domains and statements. She also said that these learning outcomes are meant to capture what Augsburg is already doing.

Ben Denkinger, Director of Assessment, spoke about the plan for Assessment Goals, including creating an effective set of general education learning outcomes, mapping general education courses to learning outcomes and implement an assessment plan by Fall 2021, to complete an HLC interim report in April 2022, and demonstrate assessment of learning outcomes and report on progress for HLC Open Pathway Quality Initiative in Summer 2025

Stacy Freiheit also answered a question about where oral speaking skills will fit in the Communication domain.

The Meeting was adjourned at 5:10pm