

CAS Faculty Council Meeting

Thursday, May 7 , 3:30PM – 5.30PM

VIA ZOOM: Meeting ID <https://slu.zoom.us/j/96614580611>

MINUTES

Motion to approve minutes of April Meeting --- **APPROVED**

1. Reports from Committees
 - a. Academic Affairs – no report

 - b. Academic Honesty

Changes to the Report Form

Current opening paragraph of the Report Form:

“Until a formal finding of a violation has been reached, all instructors and members of the college faculty, staff, and administration involved with a complaint shall take appropriate precautions to maintain confidentiality concerning the name of the accused, the nature of the complaint, and supporting evidence, except insofar as such information must be divulged in order to investigate the allegations or to conduct a hearing. If a violation is found, disclosure shall be limited to that initiated by the Dean of the College as specified in Section VI.G below. If no violation is found, all record of the complaint shall be destroyed and the nature of the evidence and the proceedings shall remain confidential.”

New opening paragraph of the Report Form:

Until a formal finding of a violation has been reached, all instructors and members of the college faculty, staff, and administration involved with a complaint shall take appropriate precautions to maintain confidentiality concerning the name of the accused, the nature of the complaint, and supporting evidence, except insofar as such information must be divulged in order to investigate the allegations or to conduct a hearing. If no violation is found, all record of the complaint shall be destroyed and the nature of the evidence and the proceedings shall remain confidential. **If a violation is found, please note that disclosure of Class A and Class B violations to government agencies and institutions of higher learning at their request is mandatory.**

AHC is also working on further procedural elements associated with the Report From which will be brought forward for discussion at FC in due course.

c. Board of Graduate Education

Motion to approve the following changes:

Change to existing programs

1 - M.A. and M.S. Chemical Biology course substitution

Current courses required: PPY-5110 (1) + PPY-5120 (2)

Approved change: PPY-5410 (3) or PPY-5110 (1) + PPY-5120 (2)

2 - Graduate certificate in Geographic Information Systems

Approved change required course

a. old: GIS-5020 Intermediate GIS; new: GIS-5030 Geospatial Data Management

b. GIS-5060 GIS in Environmental Sciences no longer required and open 3 credits as elective

3 - M.S. in Geographic Information Systems

Approved change required course

a. old: GIS-5020 Intermediate GIS; new: GIS-5030 Geospatial Data Management

b. old: GIS-5070 Research Methods; new: GIS-5040 Intro to Programming for GIS and Remote Sensing

New course approved

GIS-5130 Human Geography

New graduate programs

Approved: Ph.D. in Computer Science

MOTION APPROVED

d. Core Curriculum

Acceptance for the Fine Arts Requirement:

MUSC 1010 Applied Music: Voice

MUSC 1020: Individualized instruction in piano

MUSC 1030: Individualized instruction in guitar

MUSC 1040: Individualized Instruction in Voice

MUSC 1050: Individualized Instruction in Brass

MUSC 1060: Individualized Instruction in Strings

MUSC 1070: individualized Instruction in Percussion

Accepted for the Core Literature Requirement:

ITAL 3400; ITAL 3401; Dante's Divine Comedy (English, Italian coursework)

RUSS 3370: The World Soul in the Silver Age

RUS 3340: Serfdom and Literature

MOTION APPROVED

e. Undergraduate Curriculum

Report of April meeting of the undergraduate curriculum committee, chaired by Mike May, S.J.

The committee wishes to remind faculty that there is a collegial expectation that when a course may span disciplines that some effort should be made to consult and coordinate with other disciplines that might be involved.

Motion:

The Curriculum Committee moves that the council approve the following number changes, name changes, course modifications, course additions, course deletions, continuation standard changes, and program changes, approved by the committee at its April 2020 meeting.

From the Department of English

Accelerated Bachelors/Masters programs

An accelerated combinations of approved BA and MA programs. Achieved by allowing collated courses to count for each program.

From the Department of Computer Science

ABM Proposals

Accelerated Bachelors/Masters programs

Accelerated combinations of approved BA/BS and MA programs. Achieved by allowing collated courses to count for each program.

MS in Artificial Intelligence from a Minor, BA, or BS in Computer Science or from a BS in Data Science.

MS in Computer Science from a BS in Data Science

An MS in Software engineering from a BS in Data Science

MS in Bioinformatics and Computational Biology from a BS in Data Science or a minor in Computer Science

From the Department of Women and Gender Studies

New Course:

WGST 2200: Race Gender and Health Care

From the Department of Earth and Atmospheric Sciences

New Course:

GIS 4050 Digital Image Processing

GIS 4130 Human Geography approved

Change in undergraduate certificate in GIS

Replace GIS 4020 with GIS 4030

From the Department of Communication

New Course:

CMM 4500 Digital Portfolios

From Health Care Ethics approved

New Courses:

HCE 3060 Plague Ethics: from the Black Death to COVID-19

HCE 4520 Ethics and Practice of Community Mental Health Care

From the Dean's office with support of involved departments

Several 4 unit lecture/lab courses are being separated into a 3 unit lecture course and a 1 unit lab course

BIOL4750 General Ecology

FRSC 3620 Chemical Forensics

FRSC 3630 Forensic Biology

FRSC 4550 Crime Scene Investigation

From the Department of History

Allowing Madrid to offer the History Major

MOTION APPROVED

f. Nominations **(See Appendix F)**

g. Technology **(See Appendix G)**

h. Rank, Tenure and Sabbatical – No Report

2. Dean's report **(See "Faculty Council Dean Report May 2020.pdf" uploaded with these minutes onto the Faculty Council Website)**

3. Covid-19 issues (financial and fall teaching)

4. Research Institute
5. Dean search
6. Interim Provost
7. Academic Program review
8. CAS structure

APPENDIX F

A&S Faculty Council Spring, 2020 Election Results

New officer and committee members are listed below. A list of all committee members will soon be available.

Vice President: Robert Hughes

Secretary: Scott Ragland

Faculty Senate: Joel Jennings, Chris Duncan

Academic Affairs Committee

- Humanities: Kathleen Llewellyn
- Social Sciences: Kathryn Kuhn
- Natural Sciences: Julie Thole

Academic Honesty Committee

- Humanities: Torrie Hester
- Social Sciences: tbd
- Natural Sciences: Bryan Clair

Board of Graduate Education

- Humanities: Toby Benis
- Social Sciences: Elizabeth Richard
- Natural Sciences: Jonathan Fisher

Core Curriculum Committee

- Humanities: Deborah Douglas
- Social Sciences: Kathryn Kuhn
- Natural Sciences: Susan Spencer

Nominations Committee

- Humanities: Jason Eberl
- Social Sciences: tbd
- Natural Sciences: Yuqi Wang

Rank, Tenure, and Sabbatical Leave Committee

- Humanities: Cynthia Stollhans, Hal Parker
- Social Sciences: Chris Duncan

- Natural Sciences: Steven Buckner

Technology Committee

- Humanities: tbd
- Social Sciences: Ness Sandoval
- Natural Sciences: Elena Bray Speth

Undergraduate Curriculum Committee

- Humanities: Nancy Bell
- Social Sciences: Lisa Willoughby
- Natural Sciences: Mike May

UCC Divisional Representative

- Social Sciences: Dan Kozlowski
- Natural Sciences: Kim Druschel, Elena Bray Speth
- At –large: Paul Lynch

UCC Ways of Thinking Representative

- Humanities: Katrina Moore
- Social Sciences: Lisa Willoughby
- Natural Sciences: Gerardo Camilo

APPENDIX G

Updated 5/4/2020

Faculty Council Technology Committee Full Report

The FCTC has looked through every survey response and has identified some areas of significant shared concern across units. It bears repeating in this preamble that the needs of CAS faculty are diverse and complex, and many of our technology needs are extremely specialized, and thus non-overlapping. In response to the question, “What technology tools do you rely on for teaching or research that are not officially supported by CAS or the University?”, over 100 different software platforms were listed by 68 respondents. The report below provides a response to many concerns expressed in the survey, and will hopefully also be a useful instrument in connecting CAS faculty to information on existing and forthcoming technology resources.

1. Replacing outdated Faculty computers

As part of the campus-wide initiative to move Windows 7 workstations to Windows 10, faculty with a PC out of warranty are eligible to request a replacement. This process involves first confirming your machine is out of warranty. You can do this with a request to ITS (helpdesk@slu.edu), or you can self-retrieve this information for Dell or HP machines here:

- HP - <https://support.hp.com/us-en/checkwarranty/multipleproducts>
- Dell - <https://www.dell.com/support/home/us/en/04?app=warranty>

For Apple Computers, click the Apple Menu, *About this Mac*, and select the *Overview Tab*. Here you will see the year your Mac was released. You will share your confirmed warranty status with your Departmental staff who can initiate a request for a replacement. Over 100 faculty machines in the College have already been replaced this academic year through this process.

Additionally, the College encourages any employee having performance issues with their computer, regardless of computer age, to contact the ITS helpdesk for evaluation and recommendations.

As stated in the 3/5/20 FC meeting, the CAS budget does not include the replacement of lab machines.

2. BlackBoard and the LMS

With regards to the LMS transition, the interim provost communicated in a message to all faculty on 4/23/20 : “...the soonest we might roll out Canvas campus-wide will be Summer 2021 – and that will depend on things stabilizing with regard to COVID-19 so that appropriate work can be completed in Spring 2021 to prepare for this change. Given all we know today, the more realistic launch date for all courses to be offered in Canvas is likely Fall 2021.”

3. Video Conferencing

Before the COVID-19 disruption, LTAC had already prioritized identifying a replacement for Skype for Business. In wake of the pandemic, we quickly obtained a University-wide license for Zoom. Prior to this, many departments and individuals were relying on free or small paid licenses for the software.

4. Sharing software licenses across CAS departments

Because one of the goals of the FCTC survey was to identify economies of scale, and areas where there may be opportunities to pool limited resources, the question of identifying duplicate licenses across CAS was brought to ITS. The response is that the upcoming years will see itemized asset tracking of software in Workday. What this will allow is quick reporting and identification of Department dollars on software that would be better suited for site licenses. The timeline for this implementation, however, is not yet known.

5. ITS Staffing Concerns

Prior to the campus closure due to COVID-19, ITS had made six additional student worker hires to help provide on-the-ground support of lower-level technology problems. In addition, our local support technicians have been developing and refining a SLU-specific chatbot to respond to the most common questions received by Help Desk. As part of their pandemic response, ITS has implemented a virtual call center (staffed by full-time employees) to provide support for Zoom, BlackBoard, and other critical technologies. While these are all welcome developments, it remains the recommendation of the FCTC committee that Faculty Council advocate to the interim provost for additional full-time hires in ITS.

6. Licensing for Adobe Products

There is no CAS budget in place for purchases of Adobe Creative Suite subscriptions. These licenses are available in BillikenBuy and are purchased with Department dollars. Some Departments are using the shared revenue from Winter/Summer programs to help finance these kinds of costs. Additionally, the Academic Technology Commons maintains machines with select Adobe products, including Photoshop CC 2018.

7. Clickers

The survey revealed interest in standardizing clicker technologies. Potential paths forward on this front are being discussed with ITS and LTAC.

8. Projecting wirelessly from mobile device

You can present wirelessly from your mobile device (iPad, iPhone, Android, Chromebook, Windows, Mac) using the *wePresent MirrorOp* software. You can find more information and download links here: <https://www.slu.edu/its/downloads-and-discounts/index.php>

It should be noted that there have been some issues syncing with certain Apple devices, but ITS is working to address these.

9. Statistical Software

Atlas Ti : This alternative stats program is available for university purposes on University-owned or personal machines. The University has purchased a set number of Atlas.ti licenses that ITS is able to resell to faculty, staff and students for personal machines.

RStudio : While there is a fee-based version of RStudio, this remains an open source project and can be downloaded without cost.

SAS : The University has purchased a set number of SAS licenses that ITS is able to resell to University departments. **The cloud-based version, SAS University Edition, is available for free to SLU faculty.**

SPSS : SLU has a network license for SPSS. SLU owned-machines are able to use this license at no charge to the department. SLU has a small number of license keys that can be utilized for mobile devices (laptops). Users that want SPSS on personal machines can purchase a key on SLU Marketplace.

10. Two-factor authentication issues

ITS would like to remind users with poor cellphone reception in classrooms that there is a wifi-based authentication smartphone app that can be used for two-factor authentication. Additionally, ITS is taking steps to improve the user experience of this authentication process, and is will be deploying an improved app in the coming months.

11. Websites for Faculty & Events

There is a clear need to have access to website solutions beyond what is possible (or permitted) on the www.slu.edu domain. While creating a Google site can address some of this need, the limitations of these pages are quickly reached. CAS departments and faculty have resorted to a variety of paid third-party solutions (Wix, Squarespace, WordPress, etc.) The FCTC will pursue this conversation with ITS leadership.

12. Outdated Classrooms

The issue of outdated classrooms goes beyond the scope of CAS or the FCTC, but the concerns brought up in the survey will be shared with ITS leadership.

13. What is the University back-up option?

You can download Google's "Backup and Sync" application to safely backup your computer's local documents and store them in Drive.

Google File Stream is also available, and allows a Cloud Drive folder to appear on your desktop.

See also a comparison of these two applications here:
<https://support.google.com/drive/answer/7638428?hl=en>

ITS has also indicated that a back-up option through Microsoft OneDrive will be announced later this calendar year.

14. Other software resources provided by ITS

<https://sites.google.com/slu.edu/its-software-downloads/home>