

North Dakota State University

Faculty Council Meeting

Wednesday, November 4, 2020, 3pm – 4pm on Zoom

Minutes

Attending

CoE: Michael Kessler, Scott Pryor, Kyle Bosch
ABEN: Xinhua Jia, Zhulu Lin
CEE: Beena Ajmera, Xuefeng (Micheal) Chu, Wei Lin, Kelly A. Rusch, Wenjie Xia
CS: Anne Denton, Simone Ludwig, Saeed Salem, Jeremy Straub
CME: Zhili 'Jerry' Gao
ECE: Jacob Glower, David Rogers, Di Wu
IME: Kambiz Farahmand
ME: Chad Ulven, Xiangfa Wu

1. Call to Order

The meeting was called to order at 3:03pm

2. Giving Day 2020 (Nicole Thom-Arens, NDSU Foundation)

Giving Day is Tuesday, December 1, 2020. Matches and challenges have been reduced to \$2500 this year in order to increase participation. If there is an activity at NDSU you would like to support, you could issue a challenge or match. Ten days before giving day, the matches and challenges will be made available.

In order to increase participation and to make it more accessible, matches and challenges can be made through payroll deduction. The link for Ambassador Training is

- <https://youtu.be/KL9dYqmi36q>

3. Approval of Minutes

Motion to approve (Farahmand / Gao). Motion approved.

4. Announcements

Dean Kessler:

- Two positions have been approved for ECE: one tenure-track position and one lecturer.
- NDSU is facing a permanent \$4 million budget reduction - which must be defined by December 31st, 2020. The Dean's Council agreed to hire an outside consultant to help provide an objective metrics based, data driven approach with recommendations for how to prioritize these cuts.
- Due to a continued drop in enrollment, another cut of about the same size is anticipated for the start of the next fiscal year (July 1, 2021). We also anticipate a drop in state revenue which would come some time after that.

- It looks like there will be a combination of across-the-board and some targeted cuts. If there are across-the-board cuts, the VSIP (early retirements) from last summer will count for the college. This amounts to about 3.5% of our budget.

Pryor

- Last meeting, we discussed moving ENGR 311/312 to History and ENGR 402 to Philosophy. It looks like this is moving forward. Each department either said yes or was agreeable.
- ENGR 402 will need to be offered for another year or so for the students who are currently planning on taking that course.

Bosch: Grants and awards include:

- Kelly Ann Rusch: \$205,330 from the National Science Foundation for the Cultivating Indigenous Research Communities for leadership and Education in STEM (CIRCLES) program.
- CoE faculty were awarded 30 grants from ND EPSCoR totaling more than \$500,000.
- Beena Ajmera received an award from Geotechnical Engineering Professionals. This award is from the International Consortium on Landslides.

5. Committee Announcements/Reports

College Executive Committee: (Lin)

- No report

College PT&E Committee (Farahmand)

- The CoE PT&E committee is evaluation four applications for promotion and tenure.
- Changes to the PT&E policy for Computer Science are being reviewed
- The Dean has charged this committee with separating the CoE bylaws from the CoE PT&E policies. This is to simplify the process of revising the CoE bylaws (i.e. changing how we hold our monthly meetings shouldn't require approval from the Provost.)
- Finally, changes to the CoE PT&E document from two years ago are still in this committee and have yet to be presented to the college for approval.

Academic Affairs (Lin)

- Two course proposals and one change to prerequisites were approved:
 - CE 739 Computational Methods for Engineering
 - IME 465/665 Introduction to Machine Learning
 - ME 213 Modeling Engineering Systems (change in prerequisites)
- Faculty are reminded that course syllabi should *not* include the CoE Academic Honesty statement, since it no longer is posted on the college web page. Instead, the NDSU Academic Honesty statement should be included.
- A request was made from Civil Engineering to look at possible overlap with ENGR 729 Machine Learning from Engineers.

College Research and Graduate Committee:

- No report

Faculty Senate (Lin for Asa)

- Faculty Senate President Carlo Hawley has been voted out and was replaced by Florin Salajan.
- A survey relating to the hiring of the Provost was sent out to all faculty. The President is aware of the results and there are plans to discuss the outcome with him.
- The Provost has been tasked with identifying \$4 million in budget reductions by December 31, 2020.
- Hy-Flex course delivery method will be continued in Spring 2021.
- A 25% room capacity of all classrooms due to our current Covid level. Faculty teaching class sections with high attendance need to notify the registrar.

6. Old Business

Hy-Flex Learning (Kessler): Dean Kessler led a discussion on our experience with Hy-Flex learning. Faculty gave feedback to several questions posed by the dean:

1) How were your students attending your class(es) the first week (as a percentage)?

- 60% in person
- 39% on-line (synchronous)
- 1% on-line (asynchronous)

2) How are your students attending your class(es) now (as a percentage)?

- 15% in person
- 76% on-line (synchronous)
- 8% on-line (asynchronous)

3) What are your biggest challenges with teaching this semester.

- Getting students engaged
- Technology not functioning consistently in the classrooms.
- Classroom technologies
- Being effective with 3 different modes of instruction
- Teaching to two groups simultaneously (on-line and in person) while masked.
- Getting the students engaged
- Very restrictive classroom - student accommodation (nontraditional classroom)
- Student engagement
- Having on-line students hear someone other than the presenter/instructor
- Classrooms are not adequately equipped, juggling between work and childcare giving
- "1. Camera and student microphone unavailable for half semester. 2. Student falsely login Zoom"
- Technology difficulties
- Technology
- Hard to be effective online and remote at same time

- Masks suppressing participation
- Develop videos first, post lecture notes prior of class, show examples in the class, and call students to answer questions.

What are some solutions that are working well that you could share with others?

- Communicate as much as you can with the students.
- Sense of humor and patience
- I am recording my exercise using word - showing the students the workout that way instead of the whiteboard
- Quizzes with answers provided within recorded lectures
- Technology set-up for laboratory classes that allow for student engagement from a remote setting
- Constantly communicating in different ways to the students
- Mainly focusing on teaching, not much research productivity
- Creating on-line lecture notes, YouTube videos for each day's lecture
- Empathy for student struggles
- hands-on working in class via zoom

COVID Waste Water study (Lin): Dr. Lin gave a brief description of his work with using waste water to monitor Covid-19 activity in various cities in North Dakota and dormitories at NDSU.

7. New Business

- none

8. Adjournment

The meeting was adjourned at 4:07pm

Respectfully submitted

Jacob Glower

November 5, 2020