

Senate Executive Committee Meeting  
Monday, August 10, 2020, 12:30 PM

In attendance: Dinesh Pinisetty (Chair), Elizabeth McNie (Vice Chair), Sarah Senk (Secretary), Matt Fairbanks, Christine Isakson, Cynthia Trevisan, Frank Yip [all via Zoom]

I. Scheduling AY 2020-2021 Senate Meetings

- General Senate Meetings:
  - Thursday, August 27
  - Thursday, September 24
  - Thursday, October 22
  - Thursday, November 19
- Executive Committee Meetings:
  - Tuesday, August 25
  - Thursday, September 3
  - Thursday, September 10
  - Tuesday, September 15
  - Tuesday, September 22
  - Thursday, October 1
  - Thursday, October 8
  - Thursday, October 15 [Bets will Chair]
  - Tuesday, October 20
  - Thursday, October 29
  - Thursday, November 5 [Sarah and Cynthia absent]
  - Thursday, November 12
  - Tuesday, November 17
  - Tuesday, November 24
  - Thursday, December 3
  - Thursday, December 10
- Action items: Senk will send Outlook invitations to meetings.

II. University Advisors Presentation on Early Alert

- Katie Hansen explains that UA is planning a new format for Early Alert. Existing problems: some instructors want to report earlier than the system allowed, old system didn't have comment sections so instructors would often send supplementary clarifying emails to UA, issues with mid-term grade entry. Hansen and Loera have already sought faculty input from former Executive Committee member Wil Tsai.
- Hansen shares screen and demos the new site. Faculty will log in and go to "Professor Home" where they'll find a list of classes. Click "progress reports" and select the students of concern, go to "actions," create a new progress report and add comments, and submits. Faculty advisors get a copy, Katie and Krystal get a copy and can reach out to students. Students cannot see written comments. Yip asks if this means that students will no longer receive letters from the Dean; Yip argues these letters do nothing by produce anxiety. Yip suggests the Deans' letters are counterproductive for what UA wants to do: provide students , get them connected to resources to help them succeed. Hansen says they still have to

Executive Committee agrees this is a good idea: those "midterm grades" are problematic for a number of reasons.

- Hansen notes that in this new system, faculty can submit ad hoc reports rather than waiting for the midterm grade pull.
- Pinisetty suggests that Hansen and Loera consult with at least one faculty member from each department regarding the categories of concern. Attendance and performance on exams may be primary markers for engineering classes, but Pinisetty advises getting feedback from other types of classes. Hansen will consult with Executive Committee members in other departments.
- Hansen demonstrates what new midterm report will look like: it's all in The Passport, no longer in Peoplesoft. Faculty will get emails notifying them when it's time to fill in the reports.
- Hansen asks if we prefer this to the old system of midterm alerts in Peoplesoft. Committee unanimously, emphatically agrees this is much better.
- Hansen adds that she will send out an email to all faculty reminding them to post their availability in The Passport and will hold a workshop this Thursday.
- Action Items: Executive Committee will add a reminder about The Passport to the agenda for the first General Senate Meeting of the year.

III.

