

**Members in Attendance**

Brad Bechard  
Roger Peffer  
Jana Parson  
Leonard Bates  
Doug Zander  
Mark Plante

**Faculty, Staff and Guests in Attendance**

Michael Shell  
Kate Peterson  
Thomas Oakberg  
Russell Motschenbacher  
Leanne Frost  
Kris Sher  
Kerry Dolan  
Julius Scott (Student)

**I. Call to Order**

Jana Parson calls meeting to order

**II. Approval of Minutes**

a. Tabled until 2-14-2020 meeting with pending edits.

**III. Action Items**

**IV. Vote**

**V. Discussion Items**

a. **FS-D-2019-1213-01 –Electronic Storage of course grading – Mark Plante** – This item came up when reviewing the employee handbook and Dr. Pasek wanted to make sure that grades were in D2L to ensure that if a faculty member left unexpectedly or passed away that other faculty members and supervisors could still access the grades and take over if necessary. The math department uses MyMath Lab for grades which has a link in D2L so the students understand where they can access their grades and they are updated in real time. The question of what other instructors use was brought up and Roger stated that he uses an outside grading system but the link is posted in D2L and he has his students provide a printout to show that they understand where they can access their grades. Another situation where an outside source is being used on campus is by some health science programs for clinicals, the grades from those are transferred to D2L manually because it does not have a linking ability.

It was stressed that the most important factors for this discussion is making sure that the records are being maintained for the proper amount of time and making sure that the students and faculty have access and an understanding where the grades are located. It was stated that a policy change would not necessarily solve

this issue and it was suggested that moving forward faculty works with Becky Sullivan to assist with directing new faculty members to use D2L to house the grades to ensure consistency. Thomas Oakberg noted that on the MyMath Labs site, the instructor is able to keep the course shell active for as long as you would like and could make it adhere to the archive process for the college. A suggestion was that faculty members utilizing a non D2L site should provide their username and password to either the admin of their division or to their director to guarantee their grades are always accessible. Julius Scott, a student at GFC MSU, stated that he has not heard any complaints from students about instructors using sites outside of D2L for grades and as long as the instructor communicates it and it is in the syllabus the system seems to work well.

It has been decided by Faculty Senate that this item has been fully discussed and does not need any action taken at this time.

**VI. Comment on Non-Agenda Items**

- a. Dr. Wolff will be replacing Dr. Heidi Pasek on the Faculty Senate as a representative for ET.
- b. A faculty member asked Julius about the students' feelings about the 8 week block and what he has heard as the Student President. Julius stated that students have expressed concerns for the time constraints and limiting study times for 8 week courses, especially in the Biology department. The Division Directors addressed some of the logic behind the transition including helping students get through prerequisites faster and into programs. Leanne stated they have not seen a direct negative or positive reaction in pass rates with Chemistry going to 8 weeks. It was suggested that the Division Directors attend and present to Student Senate to give the explanation and rationale for the 8 week blocks, which was accepted.

**VII. Adjourn**

Meeting adjourns at 10:56 am