

Approved via e-mail vote

Faculty Senate Meeting

January 22, 2018

Illges 216

Members present: Samuel Abegaz, Rajeev Dabke, Michael Dentzau, Sherika Derico, Vanessa Hicks, Natalie Higgins, Rania Hodhod, Patrick Jackson, Michelle Jones, Krystal Kennel, Yuichiro Komatsu, Tesa Leonce, Paul Luft, Laurence Marsh, Ellen Martin, Chris McCollough, Jennifer Newbrey, Clay Nicks, Andrew Puckett, James Ogburn, Amanda Rees, Diana Riser, Clifton Ruehl, Neal Thomson, Kevin Whalen

Members absent with notice: Yesem Peker, Brian Schwartz, Joy Thomas, Rosa Williams

Guests present: Richard Baxter, Alicia Bryan, Gary Bush, Tina Butcher, Mary Covington, Larry Dooley, John Finley, Mark Flynn, Abraham George, Frank Hardymon, Casey Hergett, Tim Howard, Susan Hrach, Barbara Hunt, John Lester, Barbara Psalmond, Ellen Roberts, Dennis Rome, Lisa Shaw, Stephanie Speer, Glenn Stokes, Wayne Summers, Cindy Ticknor, Margie Yates

- I. Call to order at 3:03pm
- II. President's comments and announcements – Chris Markwood (TIME STAMP 00:00:55)
 - a. The Federal Shutdown has been reversed.
 - i. This does effect Columbus State in numerous possible ways.
 - ii. Dr. Markwood has asked John Lester and Tina Butcher to put together some information that will be released to the campus later this week or early next week detailing the possible intersection between a Federal Shutdown and the Institution.
 - iii. It includes possible complications with Financial Aid Distribution and what our Congressional Delegation has done to prevent any upsets.
 - iv. VA benefits and Research Grants may also be affected.
 - v. The soon-to-be distributed document is not meant to cause alarm, it is meant to keep people informed.
 - b. The Legislature session is in full swing and it is of particular importance to us.
 - i. There is a five million dollar request in for the library renovation.

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- ii. A Freedom of Expression bill was introduced today that would mandate how we approach Freedom of Expression on college campuses. This will be discussed later in the meeting.
- III. Provost's comments and announcements – Tina Butcher (TIME STAMP 00:05:35)
 - a. Welcome back
 - b. January Term had a substantial enrollment in its pilot year.
 - i. We are hoping to have the data available by the next meeting.
 - ii. Lessons were learned regarding weather days and additional resources needed for the libraries.
 - c. The Strategic Plan was presented at the Spring Semester kick-off event.
 - i. Dr. Sheeks and Dr. Butcher have been working with Institutional Research on an assessment strategy to move the plan forward.
 - d. Questions and discussion: The cap on credit hours for January Term were four credit hours for face to face and online courses and six hours for study abroad courses.
- IV. Executive Officer's comments and announcements – Ellen Martin (TIME STAMP 00:09:07)
 - a. The Promotion and Tenure Document was approved at the Faculty Meeting last week and it is now in a better condition than it was.
 - b. It is still possible to amend the document. It is easier to amend, than to pass it.
 - c. The Faculty Grievance Document was also passed. Congratulations to that ad hoc committee for their work and to Dr. Larry Dooley for chairing the committee.
- V. Standing Committees (TIME STAMP 00:10:45)
 - a. Woman's Issues Advisory Committee – Alicia Bryan (TIME STAMP 00:11:40)
 - i. Motions were passed last January to put together two task forces for items pertaining to the Women's Issues Committee. Those task forces have not yet been populated.

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- ii. The Fair Labor Standards Lactation Room Task Force was meant to be created to make sure CSU was in compliance with the fair labor standards.
- iii. The composition of the task force should include one representative from each of the following categories: Campus Services, School of Nursing Faculty, the Office of the Provost, and current or recent breastfeeding moms from either faculty, staff, or the student body, as well as four other at-large members from the campus community.
- iv. As of now, we do have two members, Molly Claassen and Florence Wakoko-Studstill, to fill the task force, but we need help filling the other positions.
- v. The second task force that still needs to be filled is the Family Leave Maternity Leave.
- vi. This committee will include male and female faculty and staff. The composition will include three members of the Women's Issues Committee, three faculty as determined by Faculty Senate, and three from staff as determined by the Staff Council, and one from Human Resources.
- vii. One of the representatives serving on the Women's Issues Committee who has agreed to serve on this task force is Yesem Peker.
- viii. Question from the Executive Officer: Who will be putting together these task forces?
What would be most helpful to this committee?
- ix. Susan Hrach has agreed to serve as a representative from The Provost Office for the Fair Labor Standards Lactation Room Task Force.
- x. The goal is to have a report on the progress of these two task forces by the May meeting.
- xi. Ellen Martin will take the lead on filling these task forces.

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- xii. Request from the Executive Officer to the Women's Issues Advisory Committee: Explore name change options for the committee. She encourages them to find a more contemporary name.

VI. Old Business (TIME STAMP 00:19:35)

a. Annual Course Scheduling and Registration - Andy Puckett (TIME STAMP 00:20:06)

- i. Andy Puckett reviewed his points presented at the December meeting regarding the annual course scheduling and registration. There was some perception that there may be a negative impact for anybody who has to register late, including students who fail a course in a sequence. There were concerns about securing the necessary part time faculty and/or adjuncts for a year in advance.
- ii. Response from the Provost: For the past six years, all USG institutions have participated in the Complete College Georgia initiative. Vice Chancellor, Tristan Denley, has introduced the concept of a Momentum Year, which is really an eighteen-month period when students transition to higher education. Dr. Denley is intensely focused on this concept. He is very focused on us to recruit, retain, educate, progress, and graduate these students as much as possible.
- iii. The goals of the first two semesters of a Momentum year, include:
 - 1. Beginning their trail through higher education with a clear purpose. CSU will be moving away from the Undecided major, and it will be completely phased out by 2019. They may be Undecided, but they will be "Undecided – Health Professions", "Undecided – Education" or "Undecided – STEM"
 - 2. The students will be guided through their first year with carefully developed Program Maps, which we have developed. These include items such as: within their first 30 hours they must complete ENGL 1101, ENGL 1102, and MATH from

Area A, 9 credit hours in their degree or focus area, and then completion of 30 hours in their first year.

- a. CSU is ahead of the curve on this.
 - b. There is a system level expectation that we will be using Program Maps with students throughout their college career, not just the Momentum Year, but the years that follow.
3. The proposed three term schedule will help advisers or those who help students with long term planning.
 4. The Summer, Fall, Spring Schedule will be available to look at for the year, but students will not be able to register for all three semesters.
 5. College Scheduler, which is a much more robust registration system, will be rolling out this semester. It will help students optimize class times in their schedule.
 6. Dr. Dentley will be coming to campus on January 31st and Tina will be talking to him about his experience with multi-term registration.
 7. Questions and discussion about moving forward with annual course scheduling and registration.
- b. New UITS policies - Abraham George (TIME STAMP 00:54:26)
 - i. Driving factors commonly come in the form of initiatives from the Georgia State School System, such as:
 1. Cyber security training, which all employees are now required to complete.
 2. One USG Initiative, which we called HR Connect, was put into use in 2016.
 3. There is a new mandate to implement two factor authentication, which must be completed by Fall.

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- ii. All of these initiatives require funding and all of these changes will have a ripple effect on our practices.
 - 1. Ultimately, we are trying to insure that our local systems are secure.
 - 2. UITS wants to work with each faculty or staff member in a case by case basis to make sure you are getting the access you need to effectively do your job.
 - 3. Questions and discussion: An eQuest is still required to make contact with UITS to acquire administrative access for your computer. Not everyone will gain local administrative privileges. This prevents free access, which is a good thing, from a security perspective. UITS is taking steps to automate certain updates like Java and Internet browsers. They are hoping to have something available in the next three to four months. UITS is also working on a description of who might need administrative privileges and defining those qualifiers. Software that needs to be updated annually should still be requested through eQuest.
- c. Faculty Development Committee (action item) - Yuichiro Komatsu (TIME STAMP 01:10:07)
 - i. The Faculty Development Committee met after the December meeting and they decided to make the following changes for the ex-officio member makeup:
Add a designee from the Provost's office, add the director of the Faculty Center, remove the director of the Center for International Education, and keep the director of Sponsored Programs.
 - ii. Motion to approve the proposed Faculty Development Committee membership changes: Yuichiro Komatsu, Second: James Ogburn
 - iii. Questions and discussion
 - iv. VOTE: 22/1/0 – Motion to approve the proposed Faculty Development Committee membership changes passes.

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VII. New Business (TIME STAMP 01:24:10)

a. Freedom of Expression Conversation - Chris Markwood (TIME 01:24:30)

- i. Across the nation, campuses are wrestling with Freedom of Expression policies.

Outbursts from students and community members as people who may be invited to campus with controversial views or views different from the majority or significant minority of students has led to protest, violence, and/or shout downs. This has led to a national conversation about Freedom of Expression and the role of the University in the protection and advocacy of expression.

- ii. The USG Board of Regents passed a modified policy on April 7, 2017. This is expected to become law. See attached document at the end of this report.

- iii. Dr. Markwood would like to start a conversation about what Freedom of Expression means to us.

- iv. "The Chicago Principles: Report of the Committee on Freedom of Expression" from the University of Chicago were distributed to the members. They have been at the forefront of the explanation of what Freedom of Expression means on a university campus. Dr. Markwood is not advocating to instill this exact principle, but he would like us to discuss and adopt what Freedom of Expression means to us and why.

- v. Beginning next fall, he would like to begin educating our students about this.

- vi. Later this semester, Dr. Markwood would like to form a group of interested faculty, staff, and students to discuss this issue. Senators Neal Thomson, Chris McCollough, and Diana Riser expressed interest in taking part in this focus group.

- vii. Questions and discussion.

b. Tuition Waiver for Students in AL – Tina Butcher (TIME STAMP: 01:39:50)

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- i. In the fall, we were given access to offer In-state tuition to Undergraduate students in Alabama.
 - ii. If you want more information, please visit www.columbusstate.edu/Alabama
 - iii. The student must be degree seeking and they must be an undergraduate.
 - iv. Questions and discussion: We did request access to offer graduate education to students in Alabama, but the BOR denied that request. There are twelve other schools in the USG system with this ability.
- c. Emeritus Faculty – Glenn Stokes (TIME STAMP 01:44:10)
- i. There have been a real paucity in nominations for Emeritus Faculty. We have had a lot of faculty retire in the last five years, and almost none of them have been nominated for Emeritus status.
 - ii. There are many road blocks to the current procedure and we are trying to make the process easier.
 - iii. If a retired faculty member has at least ten years of service and had a significant impact on the University, they are potentially a good candidate to become Emeritus Faculty.
 - iv. Dr. Stokes is distributing the proposed changes today and he will come back next month to discuss further and get feedback. The proposal can be found at the end of this document.
 - v. Questions and discussion about the proposal: We will gauge concerns, if there appear to be too much to discuss at one meeting, we may ask the Faculty Affairs Sub-committee to take up the issue.

VIII. Other Items (01:52:55)

- a. The Senate would like to thank Ellen Roberts for her work on the Tenure & Promotion Document.

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IX. End of meeting at 4:57pm

12.10 Freedom of Expression

(Last Modified on April 7, 2017)

The rights guaranteed by the First Amendment, including the right to free speech, free expression, free exercise of religion, and the right to assemble peaceably are of the utmost importance, and the University System of Georgia is committed to protecting those rights.

As public institutions of higher education, USG institutions must promote open ideas and academic freedom on their campuses. While institutions may need to enact policies to promote campus safety, to ensure the proper functioning of the academic environment and institution activities, or to further other important institution objectives, those policies should not unduly burden the free expression rights of students, faculty, and staff. Any parameters placed on the time, place, and manner of expression must not be based on the content of the expression.

To facilitate the free exchange of ideas, institutions may designate accessible, high-traffic locations on campus as public forum areas. The designation of public forum areas may not be used to prohibit individual students, faculty, or staff from engaging in communication elsewhere on campus. Reservation and use of designated public forum areas may only be required in the following limited circumstances: (1) speakers who are not enrolled at or employed by the institution; and (2) students, faculty, or staff who engage in large group demonstrations. Institutions may not consider the content or viewpoint of expression when requiring or assigning use of public forum areas.

(BoR Minutes, March 2017)

<http://www.usg.edu/policymanual/section12/C2587>

EMERITUS/EMERITA STATUS

1. INTRODUCTION

Consistent with Board of Regents Policy (8.3.13) the President of Columbus State University may confer the title of emeritus/emerita on any member of the faculty or an administrative officer who are retired and had served at least ten (10) years of honorable and distinguished service to the University. However, the title of President Emeritus/a may be conferred only by the Board of Regents on recommendation of the president.

3. NOMINATION PROCESS

- a. Faculty and/or administrative officers must be nominated for consideration of emeritus/emerita status.
- b. For those who wish to be considered for emeritus/a status a letter of nomination must be sent to the Associate Provost for Faculty Affairs.
- c. Letters of nomination may be from a member of the University community or from the retiree themselves.
- d. Nominations should include:
 - i. Name of retiree being nominated, position, department, and their start date and retirement date with the university.
 - ii. A list of significant professional accomplishments and contributions while an employee of the University

4. PROCEDURES FOR CONSIDERING AND GRANTING EMERITUS/A STATUS

- a. The Associate Provost vets the nomination and makes a written recommendation to the Provost and Vice President for Academic Affairs who indicates their approval or rejection and signs the nomination form.
- b. Approved nominations are forwarded to the President for consideration. The President makes the final decision on granting emeritus/a status.
- c. Awardees are recognized and officially conferred with emeritus/a status at the annual Faculty and Staff Recognition Ceremony.

5. PRIVILEGES

- a. Award of emeritus/a status carries with it the faculty or staff members' title code at the time of retirement (e.g. Professor Emeritus/a, Vice President Emeritus/a, or Registrar Emeritus/a). In addition the following privileges are provided:
 - i. Each emeritus/a may obtain one "Emeritus/a" staff ID card at no cost. Emeritus/a personnel may be charged for a replacement ID card.
 - ii. Access to library resources including: borrowing, interlibrary loan, access to data bases/subscription resources.
 - iii. Technology privileges such as continued email and campus wireless access.
 - iv. Entrance to University Theater productions, Music Production and Athletic Events consistent with the privileges offered to other faculty.
 - v. Listing with the faculty, academic or University Staff in catalogs and in the university directory

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- vi. Invitation to participate in public ceremonies such as commencements, academic processions, and other ceremonies as appropriate

Current Policy

Upon the recommendation of the president, the university sometimes confers the title of "emeritus" on retired tenured professors, associate professors, or assistant professors, Board-approved non-tenure-track faculty of equivalent rank, or Board-approved, retired administrative officers, who, at the time of retirement, had ten years or more of honorable and distinguished service in the University System.

Faculty wishing to recommend retired and tenured colleagues for emeritus status may do so by drafting a statement indicating the accomplishments of the retired faculty member and forwarding that document to the department chair, the dean, and the VPAA for review. The VPAA then submits a recommendation for the president's consideration.

This is an honorary appointment meant to recognize distinguished service to CSU and the scholarly community at large. It does not entitle the person to support such as clerical help, office space, or lab space. Sometimes the university may rehire an emeritus/emerita faculty member on a part-time, term appointment to teach a course, carry on research, or fill an administrative position. Without such a supplemental appointment, an emerita/emeritus faculty member is not an employee of the university and may not be entitled to hold federal grants and contracts. Rehired faculty members retain their emeritus/emerita status during supplemental appointments.