

January 09, 2017

## Faculty Senate Meeting Minutes

**Members Present:** Tina Butcher, Alison Cook, Rajeev Dabke, Michael Dentzau, Katey Hughes, Patrick Jackson, Michelle Jones, Krystal Kennel, Tesa Leonce, Laurence Marsh, Chris McCollough, Clay Nicks, Yesem Peker, Carolina Pelaez-Morales, Andrew Puckett, Diana Riser, Brian Schwartz, Kim Shaw, Joy Thomas, Neal Thomson, Kevin Whalen

**Guests Present:** Ric Barrow, Richard Baxter, Alicia Bryan, Craig Burgess, Mary Covington, Mark Flynn, Abraham George, Frank Hardyman, Tim Howard, Mariko Izumi, Laurie Jones, John McElveen, Kimberly McElveen, Ellen Roberts, Dennis Rome, Gina Sheeks, Stephanie Speer, Glenn Stokes, Lashica Thomas, Cindy Ticknor, Brian Tyo, Wayne Van Ellis, Johniqua Williams

**I. Call to order at 3:03 PM**

**II. Provost's comments and announcements (0:45 time stamp) – Tina Butcher**

- a. Enrollment update: We are up by 71 students compared to last year; COLS is up by 373 seats. Dennis Rome: We are the premier college, and everyone knows it.
- b. Attachment: Events related to the inclusion project this semester. Wednesday was the kickoff of the inclusion discussion. Faculty and students will be asked to do two surveys. Staff will do one survey.
- c. May 2<sup>nd</sup> (study day): Events will include a celebration of faculty/staff awards, lunch, and strategic plan information.
- d. Neal McCrillis will leave CSU in February to be Associate of Provost of International Affairs at University of Illinois, Chicago. Michele McCrillis will leave in May.

**III. Executive Officer's comments and announcements (6:40 time stamp)**

- a. Thank you for patience in rearranging seating in the room.

**IV. Standing Committees (7:20 time stamp)**

- a. Library – Mark Flynn
  - i. Attachment provided: 2015-2016 Library Assessment (executive summary)
  - ii. Library committee met in October as well as the previous spring semester.
  - iii. A comprehensive survey of the CSU Libraries was conducted last year (the first in over ten years). Dr. Wakoko and Dr. White were both involved. What does the library contribute to student success? Data was collected through surveys and focus groups. Some of the findings include: approximately 450,000 visits/year; 89% of students use the library on the main campus; the downtown campus library is only 3000 square feet. Eighty-four percent of students report that they are very satisfied with the library. LIBR 1105 course will continue to grow in number of sections based on demand. The budget for print materials has declined. CSU spends significantly less per FTE (in regards to the library) in comparison to West Georgia, Georgia Southern, and Valdosta State Universities. CSU Libraries sponsor speaker series and presidential debate showings in the fall. Students have

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commented on the noise level in the library; as a result, staff have decibel meters to gauge and respond to noise. The second and third floors are quiet areas for study. Other problems include inadequate space and an aging infrastructure. Shuttle service between campuses is also vital to the CSU Libraries operation.

- iv. Computer lab has opened on the main floor of the library. Will add 100 new laptops to circulate to students. ALMA: next generation library automation system: May 17<sup>th</sup>: 29 USG institutions will go live; will be able to borrow/share resources with/from other institutions, including Emory.
  - v. In working with Galileo office and BOR, secured one million dollar for subscription for eBooks across institutions (can have students access titles for class use). We just negotiated a license with American Council of Learning Societies for their humanities eBook collection, which is an additional 5000 titles.
  - vi. Requested that the Faculty Senate appoint a new chair to the Library Committee
  - vii. We have open access to The New York Times online (distributed cards with information).
- b. Faculty Development – update on procedures - Mariko Izumi
- i. Attachment: The University Grants Program
  - ii. Eleven faculty members received funding in the fall (total \$20,000); \$25,000 remain for spring semester.
  - iii. In the review process, there are inconsistencies at the college level; therefore, from now on, all proposals will be sent on to the university committee. The committee would like to have an elected representative from each department (excluding chairs and deans). The requirements have been that the college level committees contain representatives from each department, and the Faculty Development Committee revised the protocol to make it clear that these need to be elected to the position. From an ethical standpoint, a committee member should recuse and replace yourself with someone else from your department if you are submitting a proposal. Dennis Rome: It will be a problem for a committee of ten in COLS; the current COLS committee structure is working. Mariko Izumi: Dennis Rome, Brian Tyo, Diana Riser, and Mariko Izumi further discussed college committee composition. Mariko Izumi: I'm happy to bring that discussion back to the committee.
  - iv. New application form: the committee changed some of the verbiage to connect the project with the mission of CSU at departmental, college, and university levels. A new scoring rubric was created to improve alignment.
  - v. Spring 2017 deadlines

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1. January 27: grants due to department chairs
2. February 3: grants due to college/committees
3. February 17: recommendations from colleges to Associate Provost for Graduate Education
4. March 3: grants to the Faculty Development Committee meeting.

### V. Old Business (37:20 time stamp)

- a. Women's Issues: vote on presented policies from December meeting (Alicia Bryan)
  - i. Discussion of FMLA should be brought to USGFC
  - ii. Motions and documents attached. Alicia Bryan read the three motions (see attachment).
  - iii. Motion 1 by committee (second: Brian Schwartz). The Women's Issues Committee will have the responsibility for getting it started. Neal Thomson: What is the process for selecting members of the task force? Alicia Bryan went through list on the motion. Laurence Marsh: The verbiage of recent, breastfeeding moms seems exclusionary. Brian Schwartz: We could include "and others interested". Alicia Bryan pointed out that the language states "at minimum". Neal Thomson asked about the size of the committee and representation from both campuses and across colleges. Diana Riser: Would one representative from each of the groups be appropriate? Neal Thomson: Could the Women's Issues Advisory Council serve as the task force? Joy Thomas: Would you also consider tasking the committee with changing tables in restrooms? Diana Riser: Would this expand it to best practices for parents? Alicia Bryan: Thinking about the guidelines, I think it would be two separate issues. Brian Schwartz: I think the changing tables doesn't need to be a task force; groups should be able to request these. Neal Thomson: I suggest stating the composition as one member from each of the categories and four other at-large members from the campus community. The friendly amendment was accepted.

***Amended Motion: Establish a diverse task force to investigate implementation of lactation rooms in order to bring CSU into compliance with Fair Labor Standards. The task force, at minimum, will include one representative from each of the following categories: Campus Services, The School of Nursing faculty, the Office of the Provost, and current or recent breastfeeding mom (i.e. faculty, staff, and students), as well as four other at-large members from the campus community.***

**Moved: Women's Issues Committee**

**Second: Brian Schwartz**

**Motion passes 20-0-0. [Approved Motion 201701]**

- iv. Motion 2 (CSU Leave policy) by committee (Second: Yesem Peker). Brian Schwartz: It seems like a big job that is bigger than Faculty Senate. Alicia

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Bryan: The next move might involve Human Resources. Brian Schwartz: Would the committee know what is recommended for a leave policy? Alicia Bryan: We presented those options in December, but we could narrow that down to a recommendation. Yesem Peker: I think that since these issues go beyond women's issues, then it should include more diversity in committee composition. Discussion ensued regarding benefits committees; Laurie Jones suggested having a representative from the Women's Issues Committee in their discussions. Alicia Bryan: The Women's Issues Committee will discuss recommendations with human resources and will bring specific recommendations to Faculty Senate. Diana Riser: One component is also how leave is handled between different departments. Discussion included the value of input from chairs and deans. Brian Schwartz: We could bring recommendations to USGFC and the staff equivalent. Are any of the examples from other institutions that are doing more than what we are doing? Laurie Jones, Brian Schwartz, and Kim Shaw discussed UGA policies and impacts. Neal Thomson: While we have the minimum coverage, I know the university has worked with individuals. Kim Shaw: The concern is the fact that it is applied non-uniformly. Laurie Jones: We do try to make exceptions when there is medical documentation. Tesa Leonce: It states that you can take 12 weeks unpaid leave; does that include spouses of women who are pregnant? The response was positive. Rajeeve Dabke: So we can make recommendations, but the final decision is made the BOR? Neal Thomson: It sounds like this motion needs a task force that includes faculty and staff. Alicia Bryan: I will retract this motion for further discussion at the committee level, human resources, and staff council.

- v. Motion 3 (sexual harassment reporting process) by committee (Second: Alan Tidwell). Brian Schwartz: Who would be responsible for this task? Alicia Bryan: The same individuals who manage the sites. Laurie Jones: Human Resources and Student Affairs are currently doing this, and we welcome feedback. Since this is already in progress, we will wait for the website update from Student Affairs.
- vi. Joy Thomas: Did the presentation in December include problem statements from the campus community on these issues? Alicia Bryan: Basically, we looked at policies related to lactation rooms. We have not done a campus survey of women on that issue.
- vii. Yesem Peker: Maybe there needs to be a task force that includes males. Motion by Yesem Peker: Create a task force to address FMLA and sick leave, including workload expectations. Include male/female, faculty/staff (Second: Neal Thomson). Brian Schwartz: Could we have the women's issues committee plus additional members? I would hate for this issue to be taken

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away from the committee. Discussion on composition of the proposed task force.

***Motion: Create a task force to address FMLA and sick leave, including workload expectations. Include male/female, faculty/staff. The composition of the task force will be 3 members from Women's Issues Committee, 3 from faculty (determined by Faculty Senate) and 3 from staff (determined by Staff Council), one Human Resources representative. Chair chosen by task force.***

**Moved: Women's Issues Committee**

**Second: Alan Tidwell**

**Motion passes 18-0-0. [Approved Motion 201702]**

- b. USGFC: statement on undocumented immigrants—Neal Thomson
  - i. In the fall USGFC meeting, one university presented a proposal to allow undocumented immigrants in-state tuition. It would take legislative action to allow this if the recommendation moved forward. They would have the same residency requirements (at a minimum) as a documented person. For the spring USGFC meeting, we would need to have a CSU faculty position on this issue.
  - ii. Kim Shaw: I put together a statement to consider and change as appropriate (see attached).
  - iii. Brian Schwartz: I think it's a great start. Add "students wherever possible, *including allowing in state tuition*" There was a recent court decision allowing that, but I don't know what will happen on appeal and/or further legislation.
  - iv. Tesa Leonce: There is concern of justification when it comes to international students, who have to pay more than three times the amount to attend here. Brian Schwartz: The justification is that it's based on their residency, which includes paying taxes (not just income tax) in the state. Discussion between Laurence Marsh and Neal Thomson on paying taxes and breaking various laws. Neal Thomson: My understanding is that this is address the issue with children who are brought here involuntarily. Diana Riser: People have been using undocumented and illegal as synonyms, which is not true. Tesa Leonce: I agree with that.
  - v. Kim Shaw: I wanted to get a sense of what we want taken to the USGFC. Voted on whether this [statement] should be the sense of what our representative takes to the spring USGFC meeting: Recommendation passes 15-0-1.
- c. Establishing a Faculty Senate Budget Advisory Committee – discussion (Kim Shaw)
  - i. Attachment: 2 drafts

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- ii. Premise of Faculty Senate Committee Proposal: Faculty members would work with VPAA and/or VPBF under the stated mission
- iii. Premise of Faculty/Staff Committee Proposal: One committee with equal number of faculty/staff members (one faculty subcommittee and one staff subcommittee).
- iv. Kim Shaw: Please discuss this with your colleagues. I would like for us to make a final decision next month.

### VI. New Business

- a. Campus Construction update – Eric Pittman (1:38:20 time stamp)
  - i. Attachment: presentation
  - ii. Frank D. Brown building is complete.
  - iii. Bo Bartlett Center (project completion April 2017)
  - iv. LeNoir Renovation and New Science building (construction tentatively begins in February 2017; 2018 completion projection)
  - v. Schwob Library Renovation: If we can limit the proposal to \$5 million, then it can be BOR project. CSU is requests for \$500,000 from the state for design services. We believe that the governor will not line item veto this project next year. 2019 completion projection.
  - vi. Sasaki image of main campus shown
  - vii. Questions?
    1. Neal Thomson: Do we have Pasaquan? Richard Baxter: It is a gift to the CSU Foundation, run by the Department of Art.
    2. Brian Schwartz: Was there a budget cut to the LeNoir renovation?  
Eric Pittman: There were two lab renovations that were cut to stay under budget. Going forward, the general contractor has a guaranteed maximum price; therefore, there is fluff in that price that we will be able to recover and get that renovation in. Those two labs specifically are the first to be added back in (currently the genetics and microbiology labs on the second floor).
- b. Climate Survey – Johniqua Williams – (1:50:30 time stamp)
  - i. Attachment: iSurvey/Diversity & Inclusion Awareness Project
  - ii. iSurvey distributed electronically January 23 to faculty, staff, and students (open until February 9)
  - iii. Courageous Conversations February 20-21 and March 8-9
  - iv. Please help promote the survey across campus to faculty, staff, and students.
  - v. Clay Nicks: Are the remarks anonymous, or will Snyder Remarks be able to link remarks to individuals? Johniqua: Snyder will have that information in the survey but will hold it with a third party.
  - vi. Kim Shaw: Can you provide more detail about Courageous Conversations?  
Johniqua Williams: We will use feedback from surveys to include topics.

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Discussion between Neal Thomson, Johniqua Williams, Gina Sheeks on what demographic information is released to CSU.

- vii. Carolina Pelaez-Morales: What are we hoping to do with the information?  
Johniqua Williams: We will have a new position, so the information will be used to help guide that office.

*CSU Code of Conduct for Protection of Minors on Campus – Craig Burgess/Rick Barrow –  
tabled until February meeting*

Meeting adjourned at 5:02 PM