

Call to order 3:04 PM

Senators Present

Paula Adams, Greg Blalock, Radhouane Chouchane, Tammy Condrey, Burhanettin Keskin, Tom Ganzevoort, John Finley, Angela Green, Pat Hogan, Ellen Martin, Joe McCallus, Mike McFalls, Gisung Moon, Jim Owen, Jackie Radebaugh, Neal Rogers, Brian Schwartz, Melody Shumaker, Glenn Stokes, John Studstill, Paul Vaillancourt, Troy Vidal, Jeff Zuiderveen

Guests Attending Included

Kyle Christensen, Tom Hackett, Tim Howard, Laurie Jones, Jay Knappe, Pedro Maligo, Tim Mescon, Clay Nicks, Nick Norwood, Iris Saltiel, Gina Sheeks, Sri Sitharaman

Report from the President and the Provost:

Dr. Mescon: I will be brief for I have to leave for a formal dinner tonight in Atlanta.

Of course, you all have seen the announcement about the consolidations in the USG. This came about a few years ago when the technical colleges were consolidated. The announcement said that to make post-secondary education more accessible, there will be a consolidation of 4 units in the system. The one with the least impact to us is the consolidation of Waycross College and South Georgia College.

I am certain there will be a huge discussion about this at the BOR meeting tomorrow. All of the BOR meeting minutes are online if you have any questions about the consolidation.

I appreciated the fantastic turnout during commencement. Regent Tarbutton enjoyed himself. It was a great event.

Senator Hogan: Macon State is close to here. Does its consolidation have impact on us?

President Mescon: It is tipping the hat at the old governor. I do not think so. It shifts the dynamic of size in the system. But we are doing all of the right things and making all of the right moves. The suspected consolidations never happened.

Senator Stokes: Has that committee completed its work?

President Mescon: It is done, I think. The committee wants to see what happens with this during the legislature to determine whether it can continue or not.

Dr. Hackett: I was glad to see the students come back. It is nice to see everyone back. I was in Atlanta this morning at the professional standards committee meeting. They were looking at our doctoral program structure with two tracks. Ellen Roberts went up to address these issues. We found out that if someone is certified in a particular field, after they received the degree, it bumps up the certification to the doctoral level. The meeting reiterated that if you want the right things to happen in Atlanta, then you drive to it.

We have a graduate degree in exercise science through the first leg. It is online for comments and then will go up for approval this spring. I am optimistic that it will be approved. Not many are being approved right now, but this one should be for there are a lot of students interested in this.

Tina Butcher is pulling together our 5th year interim SACS report. We think that we have a good report. Our consultant had a lot of comments to the report. There is a lot more in terms to assessment and documentation in SACS.

There are a few other accreditations in the works. The MPA program is going through one and submitted a preliminary report and received some response. The other one is NCATE for education. Debbie Gober is working on the report with the consultant. The COEHP is having a mock visit.

Troy Keller gave a great report to the President's Staff on sustainability this morning. He is on the Master Planning Committee and on one in Plant Ops. This is hugely important and Troy is a great advocate for us.

Michael Wetherholt is working with UITS on open-source software that sets up a way to submit grants digitally. We want to partner with a server outfit to house this off campus. The beauty of this is when federal changes of this come down, it creates the up-to-date templates.

Senator Stokes: I heard from the Chancellor before the break. He apologized for not getting here in December, but he will schedule something with us in the spring after the legislature is over.

Old Business

Human Resources/Faculty Contracts and Pay

Laurie Jones: I have a little bit of information and I will tell you what I know so far. As I understand the question--this is about contracts that date from August 1 to May 31st. While our pay periods begin during this time, faculty are not expected to be in until Faculty Planning Week. Therefore, our practice has been that faculty work from mid-August to mid-May. This does not seem to be unusual. New employees are eligible for benefits during the first of the month, even if the faculty do not start to work until later in the month.

Senator Schwartz: Some supervisors are asking people to work during the beginning of August or end of May because it is what is in the contract. I think that it would be better if working from mid-August to mid-May were specified. Our policy could be that supervisors not demand people to work other than within that 9-month period.

Laurie Jones: Yes, we could have some language in the contract that would indicate this. The contracts should specify exactly when faculty will work (from date to date).

Senator Schwartz: This would work in the meantime.

Senator Rogers: There was also a question about receiving 12 equal checks per year.

Laurie Jones: That issue is in the system office and will not happen until around a couple of years from now. I will come back with more information about what other schools are doing now and work on putting clear language in the contracts.

Changes to the TR Class Meeting Schedule

Handout

Senator Stokes: We talked about this last meeting. I made the proposal and it was then tabled to receive more input from faculty. I received one comment about the Monday Wednesday hours. I added another schedule to the bottom of the handout that would handle the MW. It would add one additional time on MWF.

Senator Schwartz: One concern that I heard about is that our labs run 50 minutes in the afternoon. So starting at 2, the new schedule would push the late lab 30 minutes later than now. That is a couple of instructors per year now and they did not like this.

Senator Blalock: There were a few COEHP comments. There are several classes that have labs in the public schools so any extension in dead time cuts into the labs. That makes it difficult for some COEHP classes. There are a few education classes that cannot accommodate the current schedule.

Senator Hogan: I have a comment about the MW hours. In the COB, our 12:00 is treated as a one hour and fifteen. That is why we do not have a one o'clock class. This would not help us and would be problematic to us.

Senator Stokes: There are right now MWF classes that meet from 12-1 anyway.

Senator Condrey: In the School of Nursing, our classes are all day long and it is making our students' days even longer.

Senator Stokes: Do I have a motion to support the recommended change?

Senator Owens: I motion to approve this.

Senator McFalls: Second.

Senator Hogan: It is possible to have a 21st century solution to this. We use communications online with video. We are set up for it. Is it possible for us to have meetings using a computer solution?

Senator Stokes: This would work for one or two faculty meetings, but what about other student meetings?

Dr. Sheeks: We have over 100 student organizations this year. SGA has done the streaming before, but is not doing it currently. But most of the clubs do not have the equipment and count on the common hour.

Vote:

All in favor: 6

All opposed: 7

Motion does not pass.

New Business

Faculty Handbook and Senate Bylaws

Handout

Dr. Norwood: I am the chair of the Handbook Committee by default for I was the only person to show up at the first 3 meetings. We were supposed to give you an update with the Promotion and Tenure changes and updated by-laws. But when we looked at the handbook, it was full of questions and a patchwork of changes that resembled Frankenstein's monster. Dan Van Kley went to an AAUP meeting about handbooks and said that our handbook could get us in trouble and is not consistent with BOR policies. He thinks that we should rethink everything in the handbook. We called a meeting with Tom Hackett, Tom Ganzevoort, and Dan Van Kley. We decided that it is time to do a complete overhaul. But the committee is not prepared to do this. We need a task force to create a new handbook to be ready in the fall.

We also decided that the committee could create a structure of the task force. I have been working on a draft and I would like to show you for your comments.

Please see handout.

It may be best to have one person to write the document and have the rest of the task force members to make comments, etc...

Senator McFalls: Your time line is very ambitious. I am on the Shared Governance Committee and we have been at it for two years.

Dr. Norwood: Senator Stokes suggested that someone be given release time to do this task.

Senator Stokes: I would rather have an ambitious timeline and then ask for extensions.

Senator McFalls: I agree. Whoever does this should have release time to do it.

Senator Schwartz: If one person wrote all summer, he/she could be compensated for it in lieu for summer teaching.

Dr. Norwood: We could start researching this spring and do the writing in the summer. I will give you the patch job in February for approval.

Senator Stokes: I do not believe that the update needs approval for we have already voted on the changes.

Senator Stokes: I motion to adopt Dr. Norwood's description of the Task Force and then see if we can give time for someone to write this summer.

Senator Schwartz: I second the motion.

Motion Passed.

Senator Stokes: There are also Senate Bylaws. I tried to edit them over the break. However, I recommend that the Executive Committee come up with a revised version and that the AAUP also has input in the revisions of the bylaws. Are there any objections? We will present at the next meeting or the meeting after.

CSU Business Intelligence Project Update

Handout

Dr. Sitharaman: Dr. Hackett asked us to collect metrics throughout the colleges and all other departments and then create a data-driven management system.

We will partner with Oracle. We will be given some money when other universities want to use the metrics system. This partnership will give us a lot of publicity.

Senator Schwartz: What will the cost be for this project?

Dr. Sitharaman: It will be a lot.

Senator Hogan: Is there faculty involvement?

Dr. Sitharaman: There will be a campus-wide steering committee that will include faculty.

Senator Stokes: I understand that we are saving costs by using our people. However, everyone we take off for this project prevents them from doing other things, such as fixing computers.

Dr. Sitharaman: Only two people are working on this right now.

Dr. Hackett: Right now only Sri, Arrya, Bob Diveley, Abraham and myself have been working on the project. It is being funded with money from the Provost's Distance Learning account and Abraham's money.

Senator Owens: Will this system replace the CSU Fact Book?

Dr. Sitharaman: Yes.

RPG Committee Report

Dr. Maligo: I asked for 5 minutes to report what we have been doing. Since October, we have been meeting every other Wednesday to come together with ideas on how to improve RPG. The committee has been brainstorming for ideas. We have taken inventory of what is here via RPG at CSU. We took inventory of what has been proposed at the BOR. This spring we will do an inventory of what is being done in the departments right now. The goal is to put this information into a database for review.

Faculty Grievance Committee Chair

Senator Stokes: If you read through the faculty grievance document, you will see that it gives you a step-by-step process on what to do. It states that a chair and co-chair are elected by the faculty. But it does not say how this vote should be taken place. Representatives of the Faculty Senate were involved before then.

Dr. Hackett: It is clear how the procedure works, but if there is a grievance that exhausts all other efforts, I am not sure what would we do. We need an elected chair and co-chair just in case a grievance goes that far.

Senator Owens: In the past, we have elected both positions at one of the two faculty meetings per year (we only have one now). We could do an e-mail ballot now and then elect these people this upcoming fall. This is "just in case." As the Senate, we should make a recommendation.

Senator Stokes: Should the Committee on Committees do this?

Senator Adams: Are we thinking about next meeting to conduct the election?

Senator Stokes: No. This is campus-wide. We could run an online election.

Dr. Howard: I thought that posts were made up of two people coming from different colleges just in case this involved a dean. I would recommend that this occurs.

Senator Stokes: Good idea. How do they do this for the Student Grievance Committee?

Dr. Sheeks: We will have to ask Chip Reese about this.

Senator Adams: When would be a deadline?

Senator Stokes: We could get the notice sent out this week and then we could start elections in one month.

Senator Adams: The Committee on Committees will work on this.

Provost Search Update

Senator Adams: We have four candidates. The first is visiting this week. There was an announcement sent out last week with the schedule for the Faculty/Staff forums.

Senator Schwartz: How many names do you submit to the President?

Senator Adams: I am not sure if it is three or our top two.

Student Evaluation Committee report

Senator Adams: We met last week and we discussed the important issues about the implementation of the new process. It was quite a process and there were some bugs that we need to iron out. We hope that there will be a smoother process next semester. There will be a delay of the face-to-face results.

Dr. Christensen: We had problems getting ScanTron machines and we just got the new one in two days ago. We are hoping to get them processed as soon as possible to help with the evaluation. There are issues that are worthy of the Senate's attention. We had problems with the implementation of evaluations across the departments. For example, faculty were not implementing the process equally, regardless of enrollment number. The evaluations are based on CRN number and not the course number. We would like the Faculty Senate and Chairs' Assembly to help us to clarify and to bring to faculty information about this. We will be evaluating all sevens sections this semester. We are also simplifying the forms to make them easier to use.

We want folks to be informed so that everyone is comfortable with the process.

Senator Adams: One of the things that the committee looked at is the two-page instructions that were sent out. We would like to get this condensed so that it is easier to read.

Senator Schwartz: The way that I understood the policy was that for courses with very low enrollment, the survey would not be given to help students to remain anonymous.

Senator Adams: We discussed this in the committee, and Kyle came up with a few ideas about how to do this to aggregate the data.

Dr. Christensen: Low enrollment classes will be assessed, but cannot be used for evaluations of faculty. If you never evaluate small sections, you will never have data on those at all.

Dr. Howard: On that point on small sections--you do not know what you have in the data if students do not know if they are anonymous or not.

Senator Hogan: I do not recall the 30% rule. What is it?

Senator Stokes: The idea is that if at least 30% of the class responded, you have to report the data. Anything less than this, you do not have to turn it in.

Senator Schwartz: How late will this data be processed?

Dr. Christensen: I have no firm date right now.

Senator Owen: Paper is better, regardless of how bumpy the ride is.

Senator Martin: There are some courses that do not need evaluations. A good example is the exiting exams. These do not need anything.

Senator Condrey: Is there a way to request when we will get the evaluations?

Senator Adams: Tina Butcher asked us to list the dates when they will be released.

Senator Hogan: Apparently, there was a typo in the 10 questions.

Dr. Christensen: The typo is fixed. It happened at the print shop. We will send language out to the Chairs to say that question 7 data may be skewed.

Senator Zuiderveen: In the large classes with several CRNs, we would like to aggregate the data too.

Meeting adjourned 4:35 PM