

Call to order at 3:01 PM

Senators Present

Paula Adams, Greg Blalock, Roger Brown, Radhouane Chouchane, Tammy Condrey, Pat Duttera, Burhanettin Keskin, John Finley, Pat Hogan, Ellen Martin, Joe McCallus, Gisung Moon, Jim Owen, Elizabeth Parker, Jackie Radebaugh, Neal Rogers, Brian Schwartz, Melody Shumaker, Glenn Stokes, John Studstill, Paul Vaillancourt Troy Vidal, Jeff Zuiderveen

Guests Attended Included

Tom Hackett, Cindy Henning, Barbara Hunt, Terry Irvin, Laurie Jones, Jay Knappe, Tim Mescon, Iris Saltiel, Dan Van Kley

Senator Stokes: I call to order the first academic meeting of the Faculty Senate. We have a lot to do this year. We will try to adhere as closely as possible to Robert's Rules. There has been a change in the agenda. Laurie Jones' presentation will be moved to the first position in the Old Business category. Can I please have a motion?

Senator Owen: I motion to move Laurie Jones' presentation to the first position in the Old Business category.

Senator Hogan: I second the motion.

Motion passed.

Report from the President and/or Provost

Handouts

CSU Budget Analysis FY 2012
President's Breakfast Meetings
USG Budget Overview Fiscal Years 2012 and 2013
USG FY 2012 Original Budget Report

Good afternoon. I have sent around a schedule for this year's President's Breakfast Meetings. This year, each breakfast will have a topical focus.

However, I would like to talk in detail about the budget. The FY 2012 Original Budget was just submitted to the USG by John Brown (Chief Financial Officer) who has been very involved in the state budgeting process. I would like to reference several pages in the document (USG FY 2012 Original Budget Report). Page 2 describes the state budget overview and provides an update. Page 6 describes the state tax revenue collections. Page 7 describes the revenue shortfall reserve which is the state's rainy day fund. The revenues that are produced during this fiscal year will go back into this rainy day fund for future use.

On page 10, the algorithm used to project this year's growth is interesting. According to the graph, there should be approximately 320,000 students in the USG next year. There is a mixed bag in USG for enrollment, however, it is projected that there will be a growth in the system. Please now look at page 14. It is important to note that state funding for student FTE has not been so low since 1994. There has been a reappropriation of state revenues. This is the new normal for funding for the FTE students. External sources will provide funding per student that the state used to provide.

As shown on page 15, the budget reductions have impacted us tremendously. Pages 16-17 show that Georgia ranks 10 out of 16 in a comparison with other SREB states. Georgia also ranks 13th in state and tuition funding per student. Georgia is in the bottom quartile and below the SREB median.

The Chancellor said last week that we will continue to evaluate what we do and how we do it. There will be an increased focus on RPG. This is a national trend. It is important to remember that the current funding model is not sustainable. The Chancellor is commissioning a new committee to develop and propose a new funding formula driven by RPG data. The committee will propose the plan to the State Legislature.

Every new degree plan proposal last week was tabled because of this increased focus on RPG. We were lucky that our new proposals were passed a month earlier. For this new fiscal year, things have changed in the USG.

The most recent budget pronouncements indicated that there will be no proposed modification to this year's budget. The Chancellor wants us to present a proposal for a possible 2 percent budget reduction, however. We hope that this is just an exercise. In 2013, we may ask for additional funding because of growth. It is important to remember that there is 2-year funding lapse in the USG.

Senator Zuiderveen: If the 2% isn't going to impact the academic side, is there the possibility of them (USG) just telling us to go ahead and return that 2%? Should we perhaps show that the additional 2% would threaten our academics?

President Mescon: The leadership in the system office has all worked in the USG for over 20 years and has very good relationships with one another. They cannot be buffaloed for they know a lot how the system works.

Senator Hogan: When will RPG be included in the formula?

President Mescon: The committee will recommend the formula which could be adopted in 2012. We are not sure.

Senator Schwartz: We should try to present our RPG proposal so that we are not compared to the same RPG requirements as other institutions, such as UGA or Georgia Tech.

President Mescon: Yes, we are impacted by the enrollment mandate for basic studies and by our military enrollment. Our RPG is different than other institutions.

Dr. Mescon: The budget analysis handout presents to CSU the New Normal. Our budget for FY 2012 is \$600,000 less than FY 2011. This reduction across the system cost us about 3 million dollars. However, because of fees, we generated 4 million dollars that were returned to the colleges. Under the New Normal, most money is given back to the colleges to be used however they see fit. This is a new model for the colleges.

Page 2 of the Budget Analysis for FY2012 shows what has been spent and/or committed so far this year. The deans and chairs have worked hard so that we started the year at a very different place than in the past with a budget that is aligned with this new funding model.

Page 1 of the Budget Analysis for FY2012 shows this year's gross tuition line. It is important to see that if our enrollment is 1 % over our projections, we will be at \$300,000 more in funds. We have also made a commitment with the budget committee to hold regular monthly meetings in a more relaxed environment to work on the budget together.

Senator Stokes: I was not very happy after the last advisory committee when extensive cuts to academic affairs were discussed. Has senior administration suffered equally with the faculty in not receiving raises in the last 3 years?

President Mescon: No. Raises for faculty in colleges are based on money that comes back to the college.

Senator Stokes: If there are raises for the senior administration, from where will this money come? It is disingenuous if upper administration asks faculty to do more with less then gets raises and while faculty members do not.

President Mescon: There has been raise allocations to faculty for promotions. We have a standard salary model. Teaching Distance Learning courses also provides salary redistribution in each of the colleges and to individual faculty members.

Both full-time and FTE faculty have increased. We redistribute millions dollars around distance learning and we do important work by funding faculty financially. We are funding right now a salary study for faculty and staff.

Senator Stokes: There seems to be a different standard for administration than for teaching faculty. We are working for this money. Most of the faculty are under 5-year review cycles. They must wait a long time for a raise.

President Mescon: Usually money to ensure retention is found. Staff administration is also costing a lot of money to attract. This is happening all over the system.

Senator Studstill: We need some serious precise numbers about salaries. The article in the *Ledger Enquirer* stated that administrators have had a 30 percent salary raise over the last 4 years. Most faculty members have not seen raises. We need more precise data to see the real picture.

President Mescon: I read the article. It was referring to institutions in which this is a problem.

Senator Martin: There is a disparity between online compensation and where that money is going. The pool of faculty who teach online is small and some of us cannot take advantage of this funding. I am concerned with the amount of money earned by those who do teach online.

President Mescon: The revenue for online courses is broken up as follows: 1/3 goes to the professor, 1/3 goes to the college and 1/3 goes to UITS. This model benefits the colleges. We think that distributing the money to the colleges gives the deans complete flexibility. This revenue stream is very secure.

Senator Martin: I understand the online environment and that this is where the future is going. However, I think that we should look at the funding that is being generated by the online courses to see where it is going.

President Mescon---We launch our master plan tomorrow with Sasaki Assoc. Inc. out of Boston. We have no choice about this. The master plan will cost at least \$120,000 and there are often decisions to be made based on what we are required to do as a system.

President Mescon: This is an update on the Provost search. Article 3, Section 2 of the CSU Statutes (<http://faculty.columbusstate.edu/handbooks/ftfac/appendixie.php>) describes the procedures for how to conduct a search for VP for Academic Affairs. It states:

The Vice President for Academic Affairs shall be appointed by the President with the approval of the Board of Regents. When the occasion arises for the appointment of a new Vice President for Academic Affairs, a search and screen committee will be formed. The faculty of the institution shall be consulted and asked to nominate persons to serve on the search and screen committee. Each College shall elect three faculty nominees for the committee, the Library shall elect two faculty nominees, and Continuing Education shall elect two nominees; comprising a pool of sixteen nominees. The majority of the search and screen committee shall be appointed from this nominated pool and the majority shall be composed of faculty. The President shall appoint the committee. The chair of the search and screen committee shall be a tenured faculty member and shall be appointed

by the President. The Faculty and general administrative officers shall have an opportunity to participate in the selection process and to express their opinions and preferences of candidates for the new appointment.

We will follow this process. We do not want to use a search firm because doing so costs about 30% of the salary for the position. We had successes and failures with search firms in the past. Please go back to the deans and identify the candidates to launch this search. We will begin the search as soon as possible after the committee is created. I recommend, however, that we wait until the new Dean of Libraries arrives.

Senator Zuiderveen: I motion that we move ahead with the hiring of Provost, following the procedures in the faculty handbook, as soon as possible.

Senator Owen: Waiting for the Dean of Libraries will put us into four weeks from now which may put us behind the eight ball. We need to act as fast as possible and not wait for the Dean of Libraries. I second that motion

Motion passed.

President Mescon: Okay. We will begin as soon as possible.

Dr. Hackett: Mark Flynn has accepted the position of Dean of Libraries. He has had a lot of experience in libraries and currently heads the technology for libraries in Florida. His references said that he is excellent in collaborative leadership and working with people. He is also very good at dealing with sensitive issues and is very knowledgeable about budget issues. We are delighted that he is coming. Special thanks goes to Michelle Jones who headed the search committee.

Dr. Hackett: What I call the "Last Dean's Search" is also going smoothly. We have several applicants for the Dean of the College of Arts. I just had a conversation with Claire McCoy who said that the committee is excited to move forward.

Dr. Hackett: I want to thank everyone who helped with Faculty Planning Week. We tried to streamline the week for faculty and administrators. The Faculty Planning Week committee will meet to review how it went. Please let Laurie Jones or me know your thoughts about it.

Tina Butcher will form another committee to plan the admission/enrollment and orientation processes for incoming students. After the third orientation session this year, we got an ad hoc handle on how to run the orientation. There are things that we need to do to improve the overall process. We need to convene key players to streamline this process to make this go more smoothly.

Senator Schwartz: May I make a motion to make the entire procedure for obtaining raises more transparent? It would be useful to hear more about raises given to both the

faculty and the administration. How do you get a raise? The Senate should hear more about raises.

Senator Vidal seconded the motion.

The motion passed.

Senator Studstill: I have another question. What happened to the new position for a recruiter for international studies?

Dr. Hackett: Gary Wortley resigned and we have no plans to fill this position. Dr. Domin, Dr. McCrillis and I are sharing the duties of this position.

Announcements from the Senate Executive Office

Senator Stokes: All meetings will be held in Schuster 130 except in September. On September 12th, we will meet in the Lumpkin Center from 3-5. Like last year, this year we will ask each of standing committees to make status reports.

Senator Studstill: As the outgoing Chair of the Committee on Committees, can someone please tell me who maintains the committee website? Is it perhaps Carl Wallman?

Jay Knappe: Kim Shaw had access to the Faculty Senate website and the committee website is maintained by Nicole De Vries. I just gave Jackie Radebaugh access to the Faculty Senate website.

Old Business

Salary Study Committee Report

Laurie Jones: We have contracted with a company for the salary study. The Task Force put together some great proposals to attract good input from the company. Jeff Zuiderveen and Rita Jones are on the task force.

The firm to help us with the salary study has worked with several USG institutions. They have experience in higher education. The task force did a lot of good work to begin the process. Hopefully we will have more information from the meeting after this to present to you.

Shared Governance Committee Report

Handout: Highlights of CSU Shared Governance Plan (Draft)

Dr. Van Kley: The handout provides highlights of the draft plan. We have new people on committee. We also made a structural change to the original plan. We propose that a University Council be created to provide an avenue for faculty, staff and students to

communicate with each other. The University Council will represent the university community as a whole. Issue and policy proposals that affect more than one constituent group are in the purview of the University Council.

Page 2 describes the membership of the University Council. Each college will have two members. The Library and Basic Studies will each have one representative.

Dr. Van Kley: Will Basic Studies go away?

Dr. Hackett: Right now we still have it, but we are not sure what will happen in the future. It is hard to get a read on what is happening.

Dr. Van Kley: Please note that at the bottom of page two, there is a description of the Department/School Faculty Council. These councils will ensure that department chairs are held accountable to their decisions. We recommend that all departments create departmental bylaws in the future.

Senator Zuiderveen: Will the Dean's Council be made up of only deans?

Dr. Van Kley: Yes. The Academic Council may go away once the University Council is created.

Senator Studstill: Did we decide to have proportional representation on the University Council for the different colleges?

Dr. Van Kley: Last year, the Senate took a straw vote and decided that there should not be proportional representation on the University Council for we have it on the Faculty Senate.

Senator Studstill: Perhaps we need to revisit this?

Dr. Van Kley: You are not the only one who has this concern, but there may not be a lot of value to revisit it.

Senator Studstill: The vote was held during the last meeting of the year. Maybe we need to redo the straw vote when we have more time? It was not vetted adequately.

Dr. Van Kley: I do not want to revisit this. We should only revisit it if there are a lot of concerns.

Senator Stokes: Is there a motion to relook at this?

No motion was raised.

Senator Studstill: Please say another word about more shared governance in the department.

Dr. Van Kley: The idea came out of Kennesaw State University. The Department/School Faculty Council will meet with department chair to facilitate communication between the chair and the faculty.

Senator Zuiderveen: How many faculty on the University Council are from the Faculty Senate?

Dr. Van Kley: This is not stated on the handout. The Executive Officer of the Faculty Senate and the Chair of the Staff Council should be on this University Council. We have not gotten that far, however.

Distance Learning Committee Report

Senator Radebaugh: The Distance Learning Committee will hold a Distance Learning Faculty Discussion Forum on September 8th from 12:30 – 1:30 in Schuster 130. We will have a few brief presentations about Distance Learning activities that are happening around campus and then we will open the floor up for discussion. We will also provide lunch.

Senator Schwartz: Please make sure to send this announcement to the colleges and to the university colleges.

New Business

Admissions Policy Committee

Dr. Irvin: After a poll took place in May, 2011, we found that 100 percent of the faculty wants to increase the admissions standards. We cannot do this during the Fall 2011 semester, however. We will have a meeting in a week or so to get more feedback and data about this. We want to look at our sister institutions to see what they require. We are finding that everyone has difference requirements. We will put together some “what ifs” to see what would happen to our enrollment numbers. We need to make admissions standard decisions ASAP for the recruiters, however.

Dr. Mescon: I suggest that the committee talk to new Head of Enrollment Management.

Student Evaluation Committee

Dr. Hunt: I coordinated the committee during the summer, however, Paula Adams is the new chair. We have had a tough timeline. Over the summer, we drafted something up, we fine-tuned it and worked closely with Dr. Hackett and Dr. Christensen. The draft presented today is of the process. I need feedback between now and 2 weeks from now. We will come back to the next Faculty Senate meeting with a proposal about the questions. We will put the draft on the Senate website for review. Please provide input

by e-mail to Paula and I if you have comments. We would like the Senate to vote on the process during its September meeting.

The draft is online at: <http://faculty.columbusstate.edu/senate/Instructions--revised%20draft%2081211.pdf>.

Dr. Hunt: The process has been centralized in the Social Research Center.

Senator Vidal: Why run the evaluations through the Social Research Center?

Dr. Hunt: This would provide a central place and use graduate students to help with the scanning. The secretaries do not have time to do the scanning.

Senator Vidal: Is there concern about the graduate students having access to this information?

Senator Brown: Can we use a CRN number instead of the name? This could be another form of security.

Dr. Hackett: I will support whatever the Faculty Senate wants.

Senator Parker: Where will the qualitative comments be stated on the survey?

Dr. Hunt: They will be on the back. The comments will be sent directly to the faculty. There will be photos taken just in case someone loses them.

Senator Studstill: We have accepted to use paper surveys. Who will look at the results? This information must be very controlled.

Dr. Hunt: The first draft suggested sending the results to the chair and deans. Now the draft suggests that the results go only to the chair and the faculty member.

We are going back to paper evaluations because of the low response rate using electronic evaluations. Any course can use the online form, however. If you are teaching an online class, you can also use a print form. Teachers have options if they teach hybrid classes.

Senator Vidal: From which department will the graduates come?

Dr. Hunt: From any department on campus. Dr. Christensen will hire two for this project.

Dr. Hackett: Should the committee consider Senator Vidal's concern about when a graduate student scans his own class, or program?

Dr. Hunt: Yes. We will explore security in more depth.

Faculty Center for the Enhancement of Teaching and Learning

Handouts

Faculty Center Fellowships

Faculty Center for the Enhancement of Teaching and Learning

Faculty Writing Fellows Program

Dr. Saltiel: Angela Green and I are handing out Calls for the Faculty Center Fellowships and the QEP Faculty Writing Fellows Program.

Dr. Saltiel: QEP is in its 5th year here at CSU and has been very successful.

Dr. Green: We retained some money for fellowships and grants this year, which is good news. It does not take much time to see how you can use writing in your classes. We encourage you all to apply.

Senator Studstill: Is there an effort to prevent people from receiving a lot of these grants?

Dr. Saltiel: QEP grants proposals are blind reviewed and approved by a committee.

Senator Stokes: Thank you, Dr. Saltiel and Dr. Green. Is there a motion to end the meeting?

Senator Schwartz: I motion to end this meeting.

Senator Vaillancourt: I second it.

Motion passed.

Meeting adjourned at 4:41 PM.