

Approved via e-mail ballot

Faculty Senate Meeting

Monday, October 2, 2017

Schuster 130

Members: Samuel Abegaz, Rajeev Dabke, Michael Dentzau, Rania Hodhod, Vanessa Hicks, Natalie Higgins, Patrick Jackson, Michelle Jones, Krystal Kennel, Yuichiro Komatsu, Tesa Leonce, Paul Luft, Ellen Martin, Laurence Marsh, Chris McCollough, Jennifer Newbrey, Clay Nicks, Andrew Puckett, Diana Riser, Clifton Ruehl, Brian Schwartz, Neal Thomson, Joy Thomas, Kevin Whalen, Rosa Williams

Members absent with notice: Sherika Derico, Yesem Peker, Amanda Rees

Members absent without notice: James Ogburn

Guests Present: Richard Baxter, Jan Burcham, Mary Covington, John Finley, Mark Flynn, Tim Howard, Susan Hrach, Laurie Jones, John Lester, Pat McHenry, John McElveen, Kimberly McElveen, Eliot Rendleman, Ellen Roberts, Dennis Rome, Gina Sheeks, Glenn Stokes, Stephanie Speer, Brian Tyo, Wayne Van Ellis

- I. Call to order at 3:00pm
- II. President's comments and announcements – Dr. Chris Markwood was not present.
- III. Provost's comments and announcements – Tina Butcher (TIME STAMP 00:00:28)
 - a. Center for Global Engagement (Formerly the Center for International Education)
 - i. They have relocated to the Schuster Student Success Center.
 - ii. The new director, Dr. Erick Spears, officially started on Monday, October 2nd.
 - iii. Dr. Becky Becker has returned to her role as assistant director and International Studies Certificate Coordinator.
 - iv. Manchester Metro University is providing grant funding for both faculty and staff to come teach and/or to learn at Manchester Metro University for a week. The CSU point of contact for faculty and staff is Dr. Becky Becker. Kory Saunders is the point of contact for any interested students.
 - v. Information was presented and passed out about Global Dialogues, an activity presented by the Center for Global Engagement, as part of the International Learning Community.
 - b. Quality Enhancement Plan (QEP)

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- i. Information was presented about the new open-door/open office-hour opportunity available to faculty and/or staff to discuss ways of supporting the QEP.
 - ii. Information was presented about a number of upcoming workshops supporting the mission of the QEP.
 - iii. There is funding available to send faculty and/or students to mentorship workshops at the University of New Mexico. Please contact Mariko Izumi for more information.
- c. Academic Center for Tutoring
- i. Eliot Rendleman has been running some appointment campaigns through EAB. He has been looking at students who are in courses that typically have high DFW rates (30 to 40% or higher) as defined by EAB. 614 students were contacted and 17 students made appointments. We are anticipating more appointments for assistance after mid-term grades are posted.
- d. January Term
- i. The schedule for the J-Term will be posted as a part of the spring semester.
 - ii. Student aid for J-Term is a part of spring funding. There will be no additional charges for food services or housing for students who move in on January 1.
 - iii. The Provost's office talked about the cost saving opportunity for students to take more than 15 credit hours a semester. As it has been stated, students can take 16 to 19 total hours, but only be charged for 15. That is only if all the hours are face-to-face. Tina does not want any student to feel like they were misled into taking online courses, thinking that they would be getting three free credit hours. Tina is in the process of clarifying this information and will share the correct details with the faculty as soon as possible.
 - iv. There will be approximately 30 to 35 classes offered in the January Term.
- e. Scheduling and advising

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- i. The Provost's office is beginning plans to publish the course schedule a year at a time: summer, fall, spring. There is evidence that it will help student retention and will help us anticipate student needs.
 - f. Questions and further discussion about the Manchester Metro grant, student financial aid support, and course scheduling.
- IV. Executive Officer's comments and announcements – Ellen Martin (TIME STAMP 00:24:30)
 - a. Executive Officer Ellen Martin reserves her comments until we reach old business and the promotion and tenure document.
- V. Standing Committees (TIME STAMP 00:25:25)
 - a. Committee on Committees – Laurence Marsh (TIME STAMP 00:25:41)
 - i. The committee is working on updating the Faculty Senate Committees website and making sure they are constituted according to the Senate committee's requirements.
 - ii. Membership for the new Academic Support Advisory Committee needs to be filled.
 - iii. Questions and further discussion about current committee membership and student committee membership.
 - b. General Education Committee – Tim Howard (TIME STAMP 00:31:20)
 - i. The General Education Committee has updated the Responsibilities for Assessment of the General Education Program. (See attached document)
 - ii. The General Education Assessment Plan on the Academics Website (found at: <https://academics.columbusstate.edu/catalogs/current/degreesandprograms/genedassess.php>) provides information such as general education course requirements and the action plan. There is also a time line of what has already been implemented and what will be happening in the near future.

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- iii. This upcoming week, members of the committee will be looking at the course outcomes for Area C (Fine Arts). In a couple of weeks, the faculty in the Natural Sciences will be looking at the course outcomes of the Area D requirement.
- iv. Questions and further discussion

VI. Old Business (TIME STAMP 00:44:25)

- a. Promotion, Tenure, and Other Faculty Evaluation Policies and Procedures – Ellen Roberts (TIME STAMP 00:46:30)
 - i. We will discuss the promotion and tenure document or the amendment first without formally putting them into motion.
 - ii. Question and discussion on the latest version of the promotion and tenure document presented to the Senate body.
 - iii. Question and discussion on the amendment that was sent forth to the faculty.
 - iv. Proposed and accepted changes to the amendment:
 - 1. Ellen Roberts proposed that near the bottom of page 12, bullet-point number 5: “The letter from the CPC will include:” **CHANGE LAST BULLET POINT TO READ:** “The signature of each participating member of the committee to attest to its review.” This edit does not change the meaning of the bullet-point; it just changes the wording.
 - 2. Ellen Roberts proposed on page 13, bullet-point number 8: **CHANGE BULLET POINT TO READ:** “The CPC chairperson will submit the outcome of the committee’s deliberation to the dean with all supporting materials.”
 - 3. Patrick Jackson proposed that under the College-Level Procedure, bullet-point numbers 3 through 5: Remove the colon and have a period at the end of each bullet-point on page 12.

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4. Neal Thomson proposed that under the Departmental Procedures, bullet-point number 3: Remove the colon and have a period at the end of each of the four bullet-points.
 - v. Motion to bring the original document back to the floor: Michael Dentzau, Second: Neal Thomson
 - vi. Motion from Neal Thomson to accept this amendment to the document including the changes made in the meeting, Second: Michael Dentzau
 - vii. VOTE: 25/0/0 – Motion to accept the amendment passes
 - viii. Vote on the original document with amendment
 - ix. VOTE: 25/0/0 – Motion to accept the document carries
 - x. All faculty should be encouraged to vote in support of the document
 - b. Faculty Affairs Committee (TIME STAMP 01:02:35)
 - i. Question and discussion on the proposal of the faculty affairs sub-committee.
 1. This committee would directly report to the Senate, not the President.
 2. This committee will meet as needed.
 3. The Senate is encouraged to think about the proposal and provide any feedback to the Executive Committee. We will revisit the proposal in November.
- VII. New Business (TIME STAMP 01:11:23)
- a. Strategic Plan – Tina Butcher and Gina Sheeks (TIME STAMP 01:12:02)
 - i. The Strategic Plan is on the CSU Website and up to date (found at: <https://www.columbusstate.edu/strategicplan/#dropdown1>).
 - ii. The new strategic plan will be launching in January 2018.
 - iii. A draft of the strategic plan was handed out to the members of the Senate.
 - iv. Feedback on the Strategic Plan can be submitted to the website.

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v. Questions and further discussion on the strategic plan and feedback.

b. Sustainability Plan – Michael Dentzau (TIME STAMP 01:22:37)

i. The sustainability committee will be developing the sustainability plan for the university.

ii. Work will begin on Thursday, October 5th.

iii. Sustainable practices support ecological, human, and economic health and vitality.

iv. Sustainability presumes that resources are finite, and should be used conservatively and wisely with a view to long-term priorities and consequences of the ways in which resources are used.

v. Specific issues or questions should be addressed to Michael Dentzau.

vi. The goal is to have a document in the next couple of months.

VIII. Other Items (TIME STAMP 01:26:00)

a. There are no other items at this time.

IX. End of Meeting (4:27pm)