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Armstrong Faculty Senate Agenda

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9-19-2016

## September 19, 2016 Armstrong Faculty Senate Agenda

Armstrong State University

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**Armstrong State University**  
**Faculty Senate Meeting**  
**Agenda of September 19, 2016**  
**Student Union, Ballroom A, 3:00 p.m.**

- I. Pre-Senate Working Session (3:00–3:30 p.m.)
- II. Call to Order
- III. Senate Action
  - A. Approval of Minutes from [August 15, 2016](#) Faculty Senate Meeting
  - B. Brief Remarks from Dr. Linda Bleicken, President
  - C. Brief Remarks from Dr. Robert Smith, Provost and Vice-President of Academic Affairs
  - D. Brief Remarks from Dustin Stewart, President, Student Government Association
  - E. Old Business
    - 1. Recurrent Updates
      - i. Joint Leadership Team Summaries (Appendix B)
      - ii. Faculty and Staff Vacancy Reports (Appendix C)
    - 2. Other Old Business
      - i. FSB\_2016-08-15-01\_Faculty Fair Compensation Bill (Appendix D)
      - ii. Post-tenure Process Review Committee
        - a. Committee Membership
        - b. Committee Charges
      - iii. Salary Adjustments
        - a. New Faculty Hires Bill (Appendix E)
        - b. Salary Inversions Caused by New Faculty Hires Bill (Appendix F)
      - iv. Timeframe for Student Evaluations in Summer Courses
      - v. SmartEval, Student Comments
        - a. Update on Option for Signed Comments
        - b. Standardizing Process for Including Student Ratings/Comments on APAR's
    - 3. Old Business from the Floor
  - F. New Business
    - 1. Monitoring of Active Bills
    - 2. Committee Reports
      - i. University Curriculum Committee (Appendix A)
      - ii. Governance Committee
        - a. Approval of Members
      - iii. Academic Standards
      - iv. Education Technology
      - v. Faculty Welfare
      - vi. Planning, Budget, and Facilities
      - vii. Student Success
    - 3. Other New Business

4. New Business from the Floor
- G. Senate Information and Announcements
  1. Search Committee Updates
  2. Webinar: Move Beyond Civility: How to Facilitate Difficult Dialogues in the Classroom, September 27<sup>th</sup> from 2:00-3:30 in UH 158
  3. School Safe Lock Down Devices
  4. Technology Fee Proposals
  5. Office 360 – Faculty Access
  6. Send Committee Meeting Dates and Minutes to [faculty.senate@armstrong.edu](mailto:faculty.senate@armstrong.edu)
  7. Send Changes in Committee Chairs and Senate Liaisons to [governance.senate@armstrong.edu](mailto:governance.senate@armstrong.edu)
  8. Announcements (from the floor)

IV. Adjournment

Appendix A

# Armstrong

## UNIVERSITY CURRICULUM COMMITTEE

University Hall 282

Minutes, September 7, 2016

**PRESENT:** Myka Bussey-Campbell, Kathryn Craven, Jose da Cruz, Katrina Embrey, Kathleen Fabrikant, Todd Hizer, Kam Lau, Rick McGrath, Andi Beth Mincer, Jared Schlieper, Pamela Sears, Julie Swanstrom, Phyllis Fulton (Catalog Editor)

**ABSENT:** Jackie Kim

**GUESTS:** Greg Anderson, Cynthia Bolton, Donna Brooks, Becky da Cruz, Brent Feske, Kathy Platt, Heather Thornton, Teresa Winterhalter

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**CALL TO ORDER.** The meeting was called to order at 3:02 p.m.

**ELECTION OF CHAIR.** Dr. Rick McGrath was elected as chair. Dr. Jose da Cruz was elected as vice chair.

### ITEMS

- I. College of Education (no items)
- II. College of Health Professions (no items)

### III. College of Liberal Arts

*Items 1-5 from the College of Liberal Arts were discussed and approved by the committee. They are being submitted to the Faculty Senate for approval.*

**1. Delete the following courses:**

<del>AASU 1100 THE UNIVERSITY EXPERIENCE</del>	<del>1-0-1</del>
<del>AASU 1101 STRATEGIES FOR SUCCESS</del>	<del>2-0-2</del>

Rationale: The prefixes of these courses are being changed to UNIV because the university name changed.

**Effective Term: Spring 2017**

**2. Create the following course:**

**UNIV 1100 THE UNIVERSITY EXPERIENCE**

**1-0-1**

Preparation for first-year students to become active, effective participants in the Armstrong experience. Topics include an introduction to campus resources and support services, familiarization with the career planning and major choice processes, an overview of campus policies and procedures, and an introduction to campus technologies. Students who earn credit for UNIV 1100 may not earn credit for UNIV 1101.

Rationale: Clarification that students may not take both UNIV 1100 and UNIV 1101 for credit, as credit will only be granted for one of the two courses.

**Effective Term: Spring 2017**

**CURCAT:**

**Major Department: College of Liberal Arts**

**Can Course be repeated for additional credit? No**

**Maximum Number of Credit Hours: 1**

**Grading Mode: Normal**

**Instruction Type: Lecture**

**Course Equivalent: AASU 1100**

**3. Create the following course:**

**UNIV 1101 STRATEGIES FOR SUCCESS**

**2-0-2**

Required for students on Academic Intervention. Skills, information, and guidance useful for success in college while focusing on the purposes of higher education, the roles of the student, and the resources available within the university for academic success and career choices. Students who earn credit for UNIV 1101 may not earn credit for UNIV 1100.

Rationale: Clarification that students may not take both UNIV 1100 and UNIV 1101 for credit, as credit will only be granted for one of the two courses.

**Effective Term: Spring 2017**

**CURCAT:**

**Major Department: College of Liberal Arts**

**Can Course be repeated for additional credit? No**

**Maximum Number of Credit Hours: 2**

**Grading Mode: Normal**

**Instruction Type: Lecture**

**Course Equivalent: AASU 1101**

**4. The college requests a blanket change in the catalog for all instances of AASU 1100 and AASU 1101.**

**Effective Term: Fall 2017**

## 5. Create the following Minor:

### Asian Studies

15

POLS 2290 Foundations of International Relations

Must include 12 additional credits from the following, and may not include more than six credits numbered 3000 or above from a single discipline:

Three courses selected from: ENGL 5215, HIST 3200, HIST 3210, HIST 3220, HIST 3223, HIST 3225, HIST 3230, POLS 5140U, POLS 5410U, POLS 5460U, POLS 5570U

One course selected from: ECON 1150, ENGL 5200U, GNST 2200, POLS 5220U, POLS 5250U, POLS 5450U, POLS 5280U, POLS 5560U, SOCI 3200

Rationale: The minor provides an in-depth study of Asia and its relationship with the United States and other nations; the focus of this minor is a not reflected in Armstrong's other program offerings. It is interdisciplinary, and thus allows us to draw upon the expertise of several new faculty.

**Effective Term: Spring 2017**

- A. Art, Music, and Theatre (no items)
- B. Criminal Justice, Social, and Political Science (no items)
- C. Economics (no items)
- D. Gender Studies (no items)
- E. History (no items)
- F. Languages, Literature, & Philosophy (no items)
- G. Liberal Studies (no items)

## IV. College of Science and Technology

- A. Biology (no items)
- B. Chemistry and Physics (no items)
- C. Computer Science and Information Technology (no items)

### D. Engineering Studies

*Item 1 from the Engineering Studies Program was discussed and approved by the committee. It is being submitted to the Faculty Senate for approval.*

#### 1. Modify the following program of study:

#### **PROGRAM FOR THE DEGREE OF ASSOCIATE OF SCIENCE**

Engineering Studies Track

#### **B. Additional Requirements**

18 hours

ENGR 1170 Engineering Graphics or ENGR 2030 Introduction to Computer Engineering

ENGR 1371 Computing for Engineers or CSCI 1301 Introduction to Programming Principles  
 6 hours of 2000 or higher-level ENGR courses (excluding ENGR 3960, 4990, 4999)  
 One hour excess from Area A  
 One hour excess from Area D  
~~An~~ **One** additional laboratory course (not taken in area D of General Requirements) taken from:  
 BIOL 1107/1107L or 1107H/1107A ~~and BIOL 1108 or 1108H (and labs)~~  
 Principles of Biology I/~~H~~  
**BIOL 1108 or 1108H (and labs) Principles of Biology II**  
 CHEM 1211/1211L ~~and either CHEM 1212/1212L or 1212H (and lab)~~  
 Principles of Chemistry I/~~H~~  
**CHEM 1212/1212L or 1212H (and lab) Principles of Chemistry II**  
 PHYS 2211K/~~2212K~~ Principles of Physics I/~~H~~  
**PHYS 2212K Principles of Physics II**

Rationale: To clarify that only one additional course needs to be taken and not one additional sequence. This is not a programmatic change. It is a change to correct an error in the way the requirement was originally stated.

**Effective Term: Fall 2016**

- E. Mathematics (no items)
- F. Psychology (no items)

## OTHER BUSINESS

- A. Informational item—change of course numbers:** At the meeting of 4/6/2016, ECUG 4070 (Teaching of Social Studies) and ECUG 4080 (Teaching of Science) were created. These numbers had been used previously, so the numbers of the new courses have been changed to ECUG 4071 and ECUG 4081.
- B. Informational item—Bachelor of Science with a Major in Psychology (see Attachment 1).** At the meeting of 12/2/15, it was requested that the Bachelor of Science in Psychology be changed to the Bachelor of Science with a Major in Psychology, since the idiosyncratic nature of the name resulted in the degree being set apart from other Bachelor of Science degrees. The Board of Regents has approved this change.
- C. Informational item—Pre-Baccalaureate (Undergraduate) Certificates vs. Post-Baccalaureate (Graduate) Certificates.** It was discovered that some of our certificates had been categorized incorrectly. From BOR [Certificate Guidelines](#):

“The definitions listed below describe types of certificate programs in the USG. These definitions are the same as those used in reporting data to the federal government. In the definitions, pre-baccalaureate (undergraduate), post-baccalaureate (graduate), post-master’s, and post-first professional, refer to the level of courses in the curriculum, not the qualifications or background of the student. [emphasis added]

- **Pre-Baccalaureate (Undergraduate) Certificates**
  - Fewer than 30 semester credit hours (less than one year). The degree acronym is CER0.
  - From 30 to 59 semester credit hours (at least one year, but less than two). The degree acronym is CER1.
- **Post-Baccalaureate (Graduate) Certificates**
  - Post-Baccalaureate Certificate – a certificate beyond the bachelor’s degree that does not meet the requirements for a master’s degree. The degree acronym is CERG.
  - Post-Master’s Certificate – a certificate beyond the master’s degree that does not meet the requirements for a doctoral degree. The degree acronym is CERM.
  - Post-First Professional Certificate – a certificate beyond the first professional degree. The degree acronym is CERP.”

The following certificates had been incorrectly categorized as CERG. They are comprised of undergraduate classes and should be CER0. These have been changed at the BOR level and in Banner.

- Certificate in Communication Sciences and Disorders
- Certificate in Radiation Therapy
- Certificate in Advanced Imaging

This reclassification does not change the certificates themselves. It simply categorizes them correctly for federal reporting. Students may be required to have a baccalaureate degree in order to enroll in these certificate programs, but since they are comprised of undergraduate courses, the certificates cannot be called “post-baccalaureate” under the BOR definitions.

**D. 2016-17 Catalog.** We are working with the Digarc company to implement an online interactive catalog starting in 2016-17. Roll-out is set for October. Ms. Fulton will make a draft catalog available to the committee on Google Drive that shows the curriculum updates from last year. There will be a limited printing of the catalog for faculty and the administrative offices.

**ADJOURNMENT.** The meeting was adjourned at 3:24 p.m.

Respectfully submitted,

Phyllis L. Fulton  
Catalog Editor and Secretary to the Committee






**BOARD OF REGENTS OF  
THE UNIVERSITY SYSTEM OF GEORGIA**

JOHN MICHEAL CRAFTON, PH.D.  
INTERIM EXECUTIVE VICE CHANCELLOR  
& CHIEF ACADEMIC OFFICER  
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**MEMORANDUM**

TO: Dr. Donna Brooks, Associate Provost for Academic Affairs  
Armstrong State University

FROM: John Micheal Crafton, Ph.D.   
Interim Executive Vice Chancellor and Chief Academic Officer

DATE: August 1, 2016

RE: Academic Program Renaming for the Bachelor of Science in Psychology

We received Armstrong State University's request to rename the current Bachelor of Science in Psychology to a major under the Bachelor of Science degree. We understand that the renaming better aligns with other undergraduate programs offered within the University. Based on Armstrong State University's request, the following revision will become effective immediately:

Revise the Bachelor of Science in Psychology (CIP 42270401) to a Bachelor of Science with a major in Psychology (CIP 42270401)

We will update the academic program name within the university system Degrees and Majors inventory.

/mm

Cc: Dr. Robert Smith, Provost  
Dr. Angela Bell, Associate Vice Chancellor  
Dr. Marci Middleton, Assistant Vice Chancellor

## Appendix 2

### **Joint Leadership Team**

**August 30, 2016**

#### **Summary**

**Attendees:** L. Bleicken, D. Bringman, J. Buckenmeyer, C. Corrigan, C. Curtis, L. Davis, D. Dennie, A. Heaston, B. Kelso, G. Lewis, T. Moody, D. Nivens, C. Padgett, R. Smith, D. Stewart, K. Twining, D. Ward

**Guests:** K. Boylston, F. Brown, T. Frierson, J. Hamm, A. Howard, K. O'Neal, C. Reagin

#### **Armstrong Values**

President Bleicken introduced Kristin Boylston, project manager for Savannah Graduates. Savannah Graduates is a community partnership engaging representatives from the Savannah-Chatham business, education, government, and nonprofit sectors who have set a goal to increase the percentage of Savannah-Chatham county residents who complete a post-secondary degree or credential from 38% to 48% by 2025. Ms. Boylston was recognized for demonstrating the Armstrong values of leadership and stewardship. Ms. Boylston shared a program being piloted this year in three local high schools, Near Peer College and Career Advisor Program (handout attached).

#### **Recruiting the Class of 2021**

Dr. Joy Hamm, Ms. Tobe Frierson, and Ms. Kaye O'Neal presented the plan from Enrollment Services for recruiting the Class of 2021. The presentation is attached.

#### **Student Government Association (SGA)**

Mr. Dustin Stewart provided the following SGA updates.

##### Armstrong/SGA ALL-IN Challenge

This collaborative initiative is designed to engage students in the democratic process. The program series will be developed using existing events: Campus Conversation on September 27, SGA voter registration drive on September 28, and OMA voter registration drive on October 4 as well as other events to be announced.

##### Intercommunication and Student Groups

The Organization Presidents Council (OPC) meets monthly. A shared Google drive includes calendar links. A new SGA cabinet post has been created, Associate Vice President for Outreach, providing a direct contact for Recognized Student Organization (RSO) leaders with SGA leadership.

##### Pirate Pianists

The baby grand piano located in the Student Union Ballroom will be made available in a public setting in the Student Union, providing students with an opportunity to perform.

##### SGA/Rec Weekend Activities

SGA wants to provide no cost to low cost on and off-campus weekend activities. A campus treasure hunt is scheduled for September 24, and the HOLA-ween Dance on October 28 is being expanded to the entire campus with multi-group participation. The November event is to be determined.

## **Year End and Q4 Financial Report**

Mr. Cam Reagin provided the year-end and fourth quarter financial report to the Joint Leadership Team. Fiscal year 2016 was a good year, and the financial health of the institution is strong. The presentation is attached.

## **IT Security**

Ms. Angel Howard and Mr. Fred Brown presented on securing our information. The Armstrong community is encouraged to contact Information Technology Services (ITS) with any questions or concerns about IT security and to report any suspicious activities. The presentation is attached.

## **Staff Council**

Ms. Deidra Dennie shared information on the Council's initiative to build relationships around the lunch table. Initiatives include Galley Days and the employee block plans (handout attached).

## **Updates**

### **Enrollment**

Dr. Bob Smith and Dr. Georj Lewis reported that on 8/29, 171 students were dropped from classes for non-payment. As of 8/30, overall Fall 2016 enrollment was 6975, up .65% from one year ago. Fall 2016 new student enrollment indicators showing an increase from last year include overall applications, transfer applications, other applications, new undergraduate student enrollment, re-admit/returning student enrollment, housing occupancy, and Navigate attendance. As of 8/29, the first-time full-time bachelor seeing freshman retention rate was 74.2%, up 4% from one year ago. Enrollment at the Armstrong Liberty Center is approximately 23% higher than one year ago.

### **Fundraising**

Mr. Bill Kelso reported on the Campus Campaign as of week 3. Of the 670 potential campus donors, 255 have participated in the campaign or 38% with an average gift of \$223. The percentage participating is down in comparison to one year ago when 44% had participated as of Week 3. The College of Education has a 75% participation rate. The College of Science and Technology has a 12% increase in participation rate from one year ago. The College of Health Professions has raised the most money as of Week 3.

## **Other**

### **Title IX Training**

Ms. Deidra Dennie reported that the current campus completion rate is 92%.

### **Campus Master Plan Open Forums**

Ms. Katie Twining shared that forums will be held on August 30 (4:00 and 7:00pm) and August 31 (10:00am).

**House Calls**

Dr. Georj Lewis encouraged individuals to participate in House Calls scheduled for September 14.

**Next Meeting:** September 27 at 9:00am in Burnett Hall Boardroom



Savannah Graduates is a cross-sector community partnership with representatives from the business, education, government, and nonprofit sectors championing education attainment and workforce development. Our partners have pledged to work collaboratively to help create a more educated local workforce. Partners include *Armstrong State University, Savannah State University, Savannah Technical College, Savannah Area Chamber of Commerce, Savannah Economic Development Authority, Savannah Chatham County Public School System (SCCPSS), Coastal Georgia Indicators Coalition, United Way, Georgia Power, Coastal Workforce Services, City of Savannah, Chatham County, and Gulfstream.*

#### Near Peer College and Career Advisor Pilot Program

The program integrates three (3) recent graduates to serve as full-time advisers in three (3) targeted high schools (*Jenkins, Groves and Windsor Forest*). The advisers serve in cooperation with high school counselors and other school professionals, to provide the high-touch support needed to equip students and their families with the ability and knowledge to access post-secondary educational opportunities and to successfully graduate with the necessary skills necessary for meaningful employment.

Advisers are part of the school's community working to encourage lifelong learning and infuse college-going culture into the day-to-day operations of the school. In addition, they work with community organizations/individuals to coordinate support and services based on student and family unique needs.

Advisors provide a cohort of at least 50 students with one-on-one, and group, guidance including career exploration, college and career planning, test preparation, best college match, workforce readiness, oral and written communication skills, discipline and character, tutorial support, financial literacy, mentoring, college campus and workplace visits, and involvement with community events. Through this process, advisors listen, ask thoughtful questions, and provide feedback to students, which communicate the belief and confidence in the student.

*Savannah Graduates partners have set a goal to increase the percentage of Savannah- Chatham County residents, 25 years and older, who complete a post-secondary degree or credential from 38% to 48% by 2025*

Armstrong

# Recruiting the Class of 2021

Brought to you by:

Joy Hamm

Tobe Frierson

Kaye O'Neal

ARMSTRONG STATE UNIVERSITY



## Redefining our Undergraduate Market

Focus will be on 4 local counties, 4 Atlanta-area counties and select counties in Florida and South Carolina

- Chatham County high schools will be split among all Undergraduate Enrollment Counselors
- Current Atlanta Enrollment Counselor will now focus on transfer students in the Atlanta area and Alabama border two-year colleges
- Current Multicultural Enrollment Counselor will now cover Atlanta
- In counties with larger numbers of high schools, will become more strategic in where focus is placed
- Enrollment Counselors who attended a high school in our focus areas will be assigned to those high schools
- Enrollment Counselors will be given specific targets and the ability to more accurately track those targets

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## Improved High School Relationships

Greater focus on Move on When Ready within our local counties

- Capitalize on the relationship with our Savannah Graduates partner schools
- Provide greater recruitment support from the Office of Admissions
- Make sure that those who participate in MOWR at Armstrong move on to Armstrong after graduation

Developing stronger relationships with high school counselors

- Hosting on campus events for our local counselors



## An Evening with Armstrong

Evaluate “yield events” to determine best format and areas with highest attendance potential

- What should target moment be?
- What should target location be?
- Who needs to attend to support the event?
- How do we engage our alumni?

## Redefining our Transfer Market

Focus will be on institutions with existing articulation agreements, history of high yields and those in Alabama border areas

- Determine where we have existing articulation agreements and provide this information to Transfer Enrollment Counselors so that they can answer questions and offer reassurance related to transfer credits
- Reach out to Colleges to determine where increased potential exists and target students who would be a good fit for those programs
- Enrollment Counselors will actively follow-up with transfer students who are admitted but not enrolled

## Increase On Campus Partnerships

Leverage existing on campus events and activities to improve overall enrollment

- Increase involvement from Admissions and Financial Aid in camps/career days on campus
- Forming stronger partnerships with Military Academic Advisor, Military Outreach and Veteran's Affairs
- Increase the collaboration with and the training of staff at the Liberty Center

## Enhancing the Campus Visit Experience

Reviewing all on campus Office of Admissions events to increase quality of programs

- Work with the Pirate Preview Day Task Force to redesign the program
- Addition of an Accepted Students Day
- Better use of CRM to communicate with students who attend campus tours
- Improving the Start Strong, Start Now experience for students

## Growing the Enrollment Services Team

Increase the partnership between the Office of Admission and the Office of Financial Aid

- Partner Enrollment Counselors with Financial Aid Counselors
- Involve Enrollment Counselors in Financial Aid Nights at local high schools
- Increase promotion of College Goal Days in local high schools
- Explore how to leverage existing admission scholarship dollars as a better recruiting tool
- Use the “quick admit” list more effectively



## Improved Financial Aid Communications

Find alternative ways to communicate urgency of Office of Financial Aid requests to new students

- Explore how to better communicate amount of tuition bill and any potential course cancellation dates to students
- Make better use of the Call Center to communicate general Office of Financial Aid information to students
- Explore the development of additional marketing pieces related to need for early FAFSA completion as well as timely response to additional financial aid requests

## New Financial Aid Information

### Prior/Prior Year

- FAFSA application opens on October 1 instead of January 1
- Use 2015 taxes to apply for 17-18 aid
- Current students – existing student communications, College Goal Day, yard signs and other on campus publicity
- New students – financial aid workshops, admissions communication plan and earlier receipt of award package

## Moving toward the Future

- What is the number?
- What populations/sub-populations help us reach that number?
- What new partnerships can we form to achieve those goals?
- What programs can be improved, added or removed to help us reach those goals?







Financial Report to the Joint Leadership Team

Fiscal 2016

Armstrong State University

August 30, 2016

Cam Reagin

Assistant Vice President, Business & Finance

ARMSTRONG STATE UNIVERSITY

## Agenda

Section I – Cash and Equivalents – 2014, 2015, 2016

Section II – Tuition and Fee Revenue Trends

Section III – Quarterly Revenues and Expenditures

by Fund Source

Section IV – Auxiliary Revenue Trends

Housing, Dining, Bookstore

Section V – HR/Position Information

## FY 2016 - Highlights

- Fiscal 2016 was a good year. The financial health of the University remains strong.
- Cash position – remains adequate and stable, and slightly higher than last year thanks to solid returns on our investment of excess cash balances
- Through our comprehensive approach to the budgeting process, we were able to fund our institutional priorities and still allow for some year-end spending.
- Facilities projects such as the tennis courts and soccer field lighting were funded using reserve balances. Revenue streams from sponsorships will be used to help replenish these reserves.

## FY 2016 – Highlights

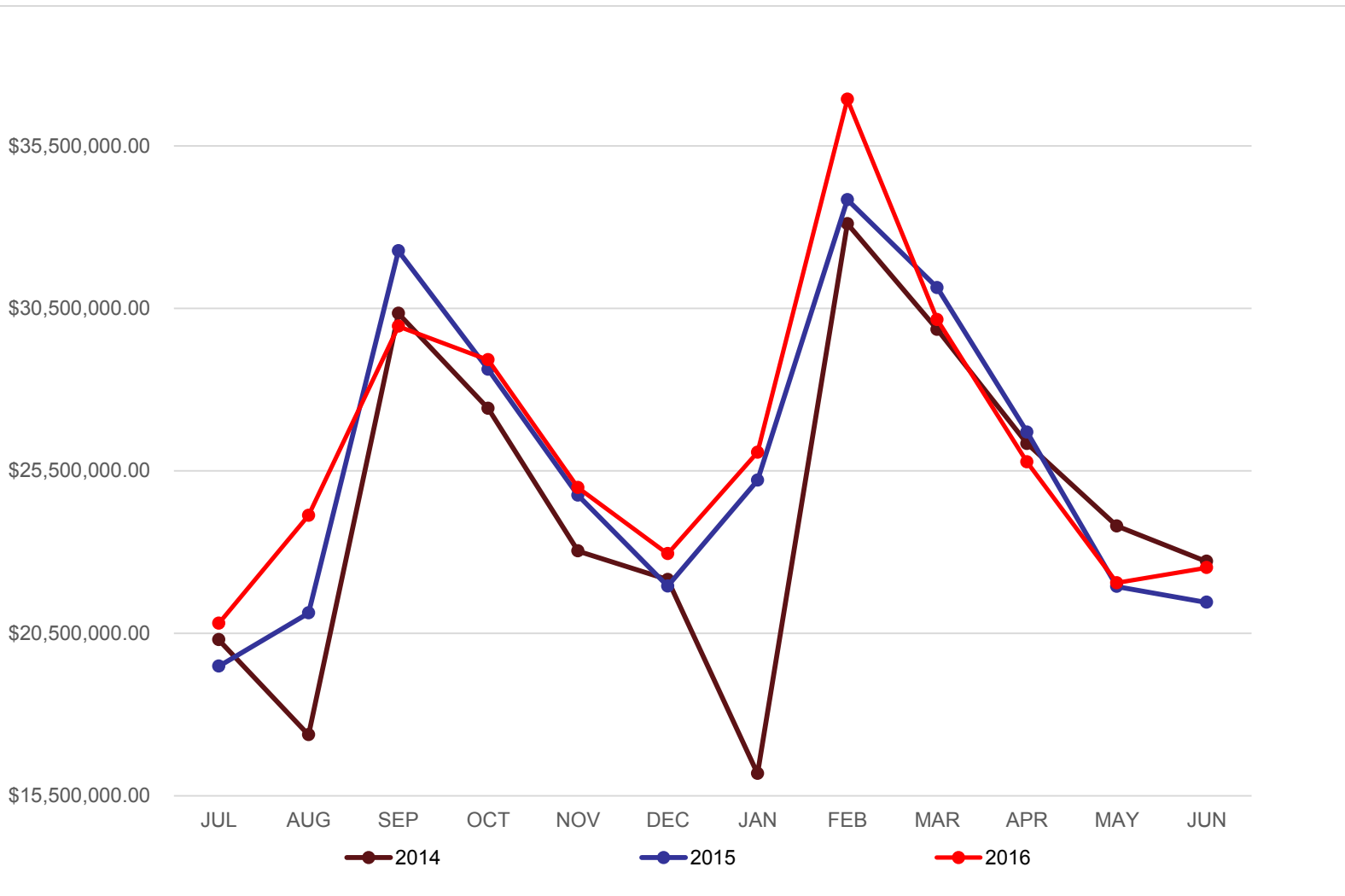
(continued)

- Facilities outlook remains good due to state funded capital projects and priority attention to maintenance projects
- Significant savings on Interest expense were realized from refinancing of Armstrong Center and Student Recreation Center. Gain from reduction of capital lease obligation will be realized over the remaining lives of the leases
- Housing revenues and expenses were dramatically reduced as a result of Corvii taking over operations. However, Housing net increased from a loss (before gain on sale) of \$595K to a gain of \$1.2M for FY 2016

## Section I

- Cash and Equivalents – 2014, 2015, 2016

# Cash Balances by Period and Year

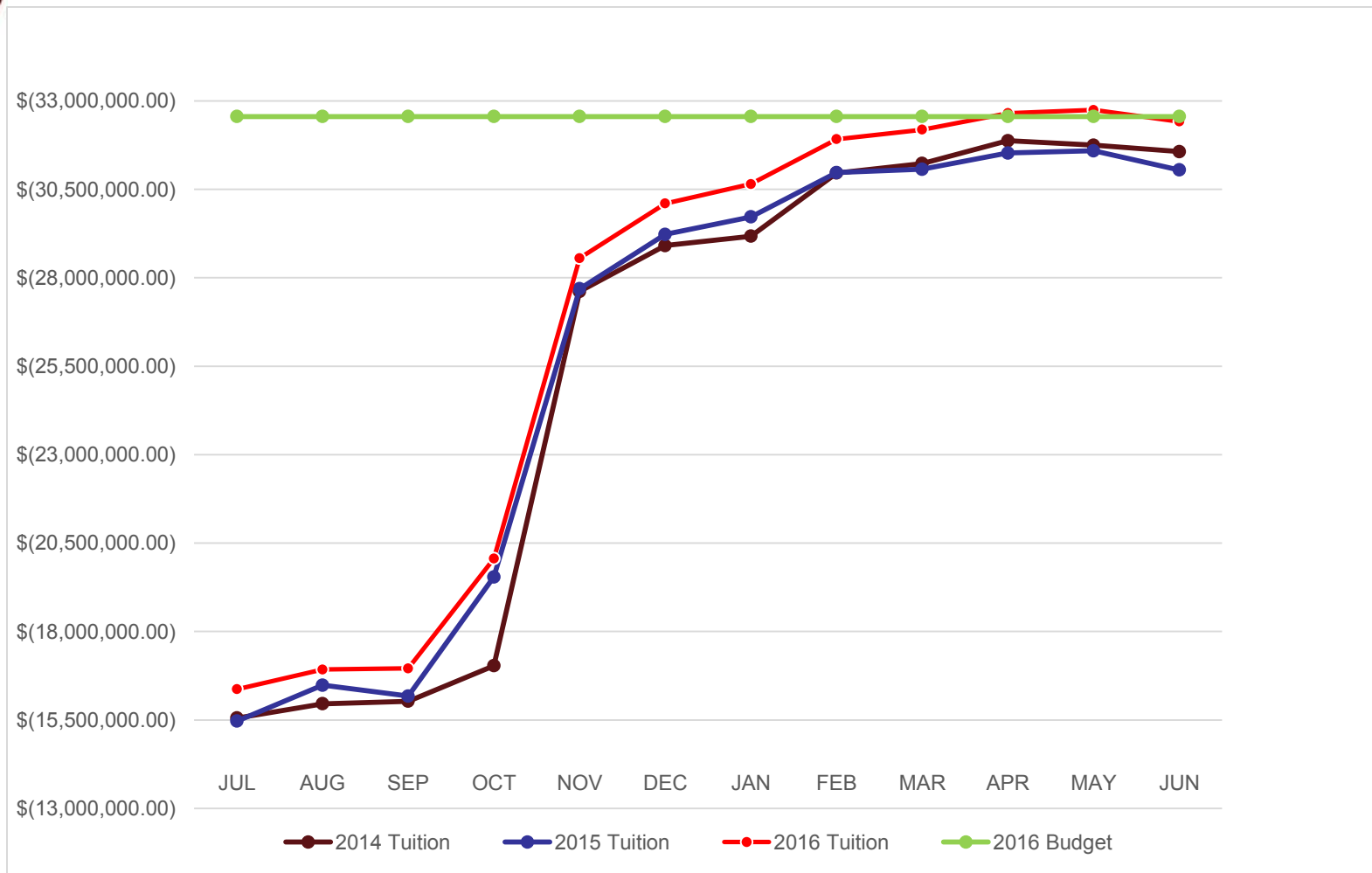


## Section II

Tuition and Other Fee Revenue Trends

2014, 2015, 2016

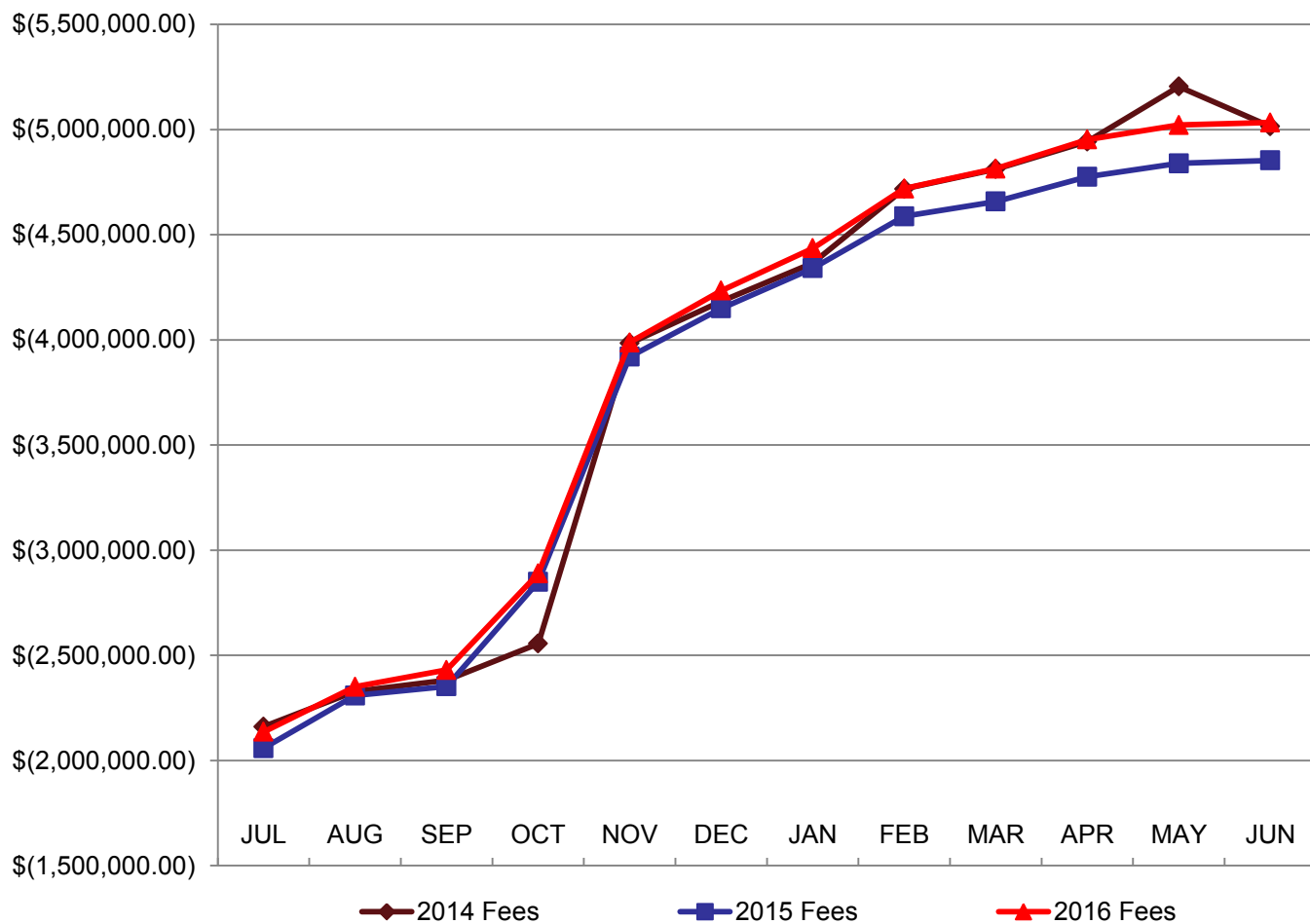
# Tuition Revenues





# Other Fee Revenues

Fund 10600 - Institutional Fee and Course Fees



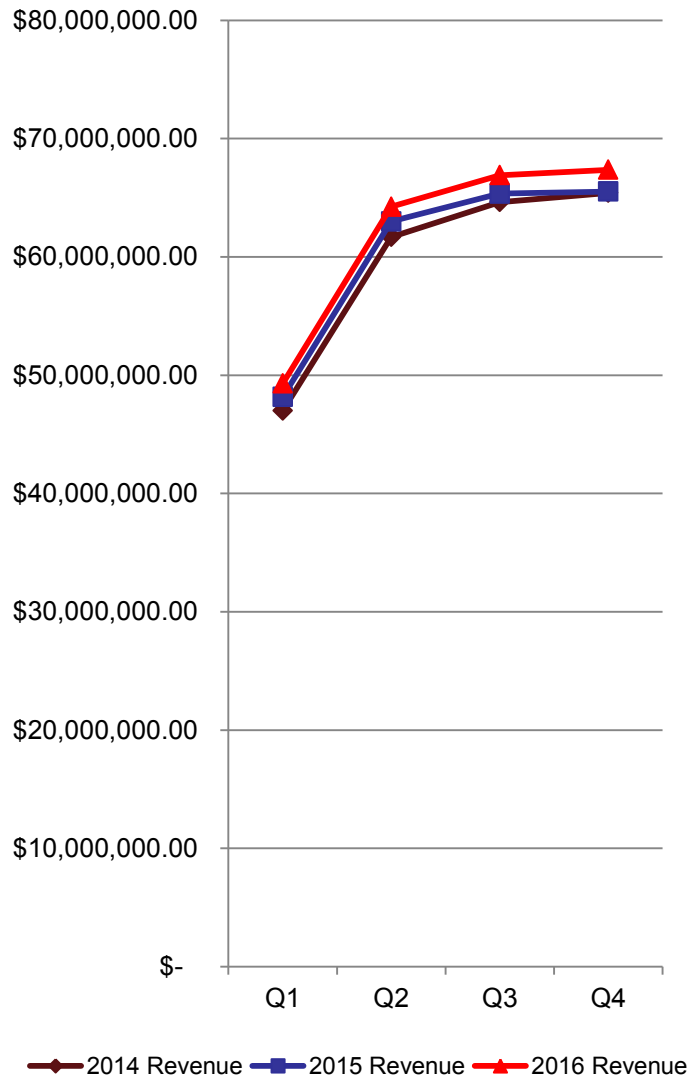
## Section III

Revenue and Expenses by Fund Source

E&G, Auxiliary, Other Funds

2014, 2015, 2016

# E&G Revenues and Expenses



ARMSTRONG STATE UNIVERSITY

## E&G Revenues and Expenses

	Q1	Q2	Q3	Q4
2014Revenue	\$46,997,817.90	\$ 61,684,560.00	\$ 64,633,101.30	\$ 65,422,270.05
2014Expense	\$16,407,756.00	\$ 32,610,973.57	\$ 48,987,698.45	\$ 66,004,337.89
2015Revenue	\$48,154,999.20	\$ 62,998,648.84	\$ 65,348,219.97	\$ 65,526,560.58
2015Expense	\$16,151,035.48	\$ 32,619,393.70	\$ 50,711,188.61	\$ 67,693,430.10
2016Revenue	\$49,301,493.30	\$ 64,241,493.46	\$ 66,905,114.51	\$ 67,369,459.98
2016Expense	\$16,164,871.08	\$ 32,603,868.29	\$ 50,505,006.07	\$ 67,886,640.54

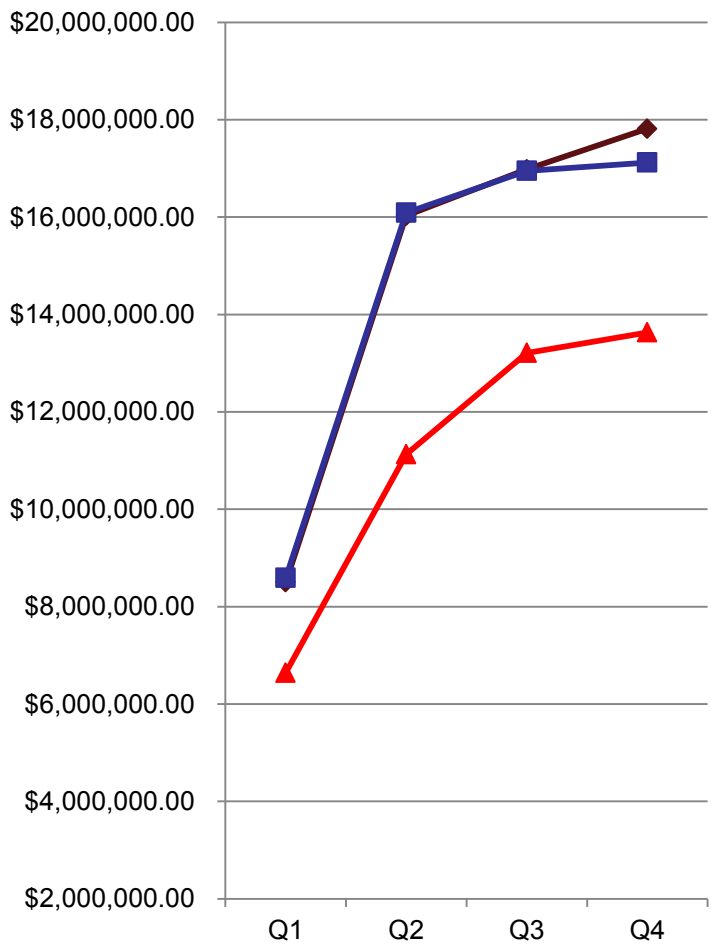
Includes:

10000 - State Appropriations

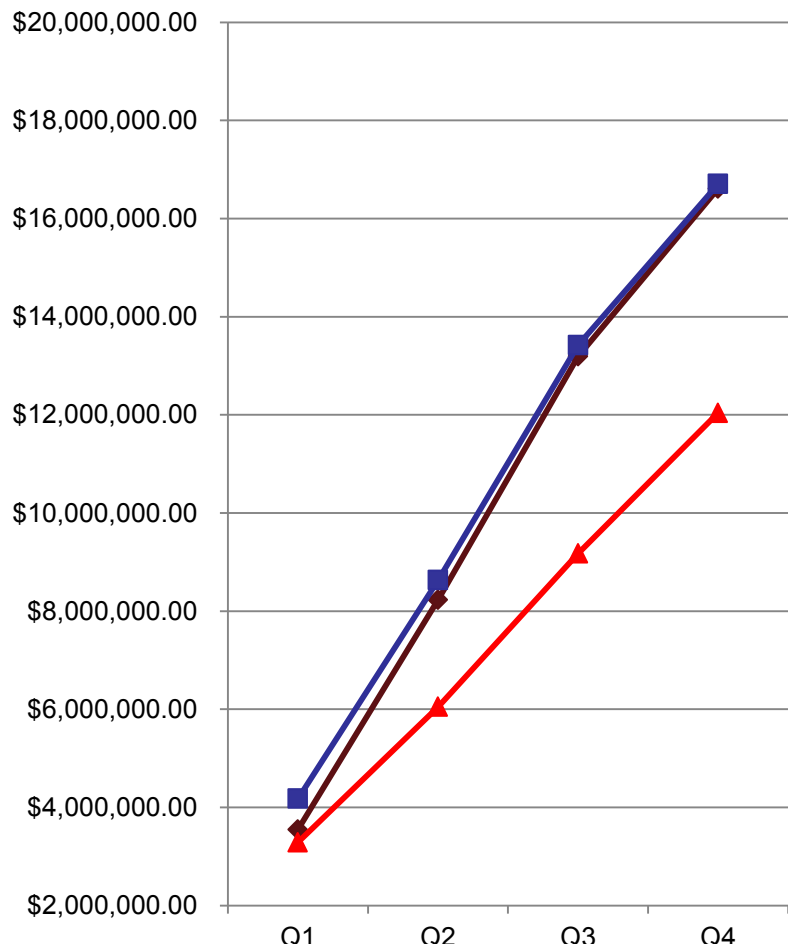
10500 - Tuition

10600 - Other Fees

## Auxiliary Revenues and Expenses

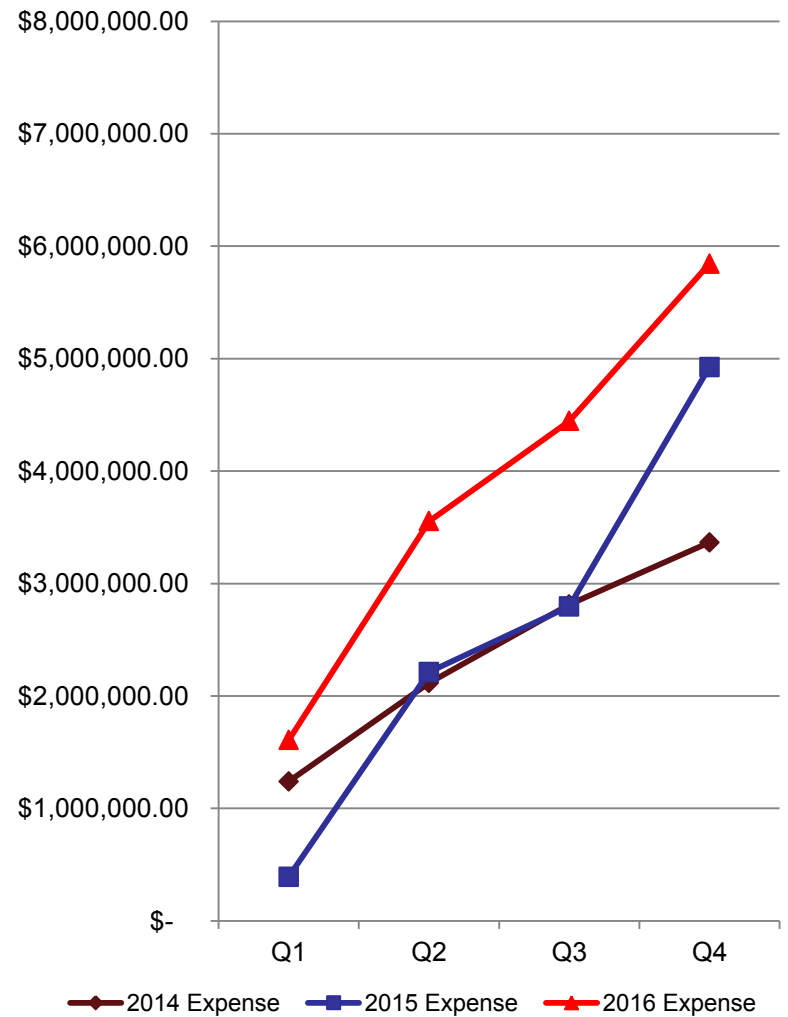
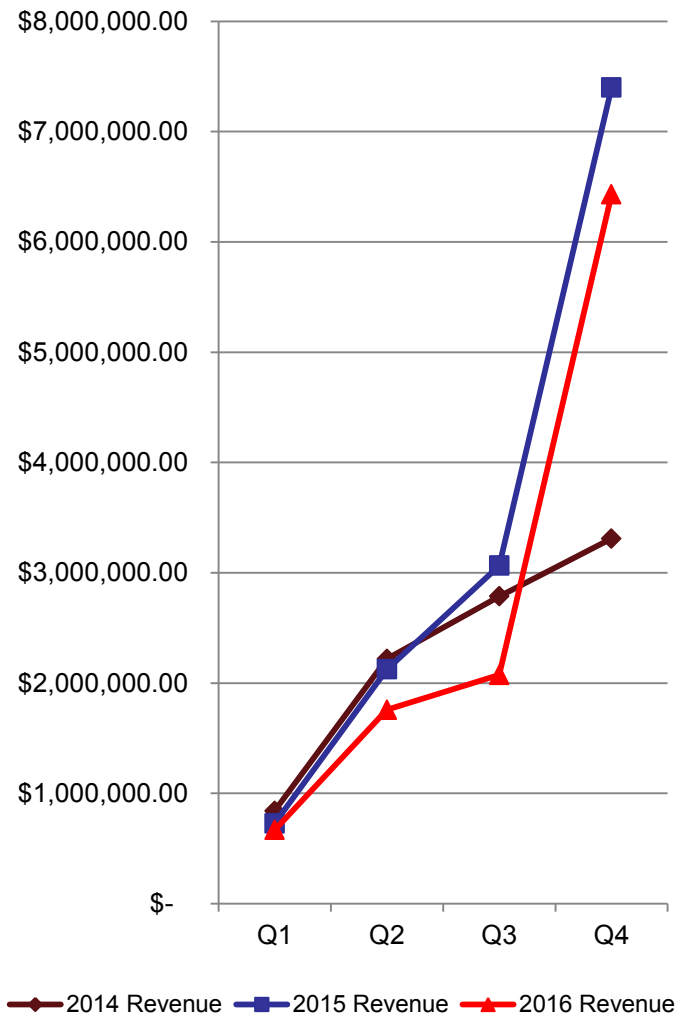


—◆— 2014 Revenue —■— 2015 Revenue —▲— 2016 Revenue



—◆— 2014 Expense —■— 2015 Expense —▲— 2016 Expense

# Other Funds Revenues and Expenses



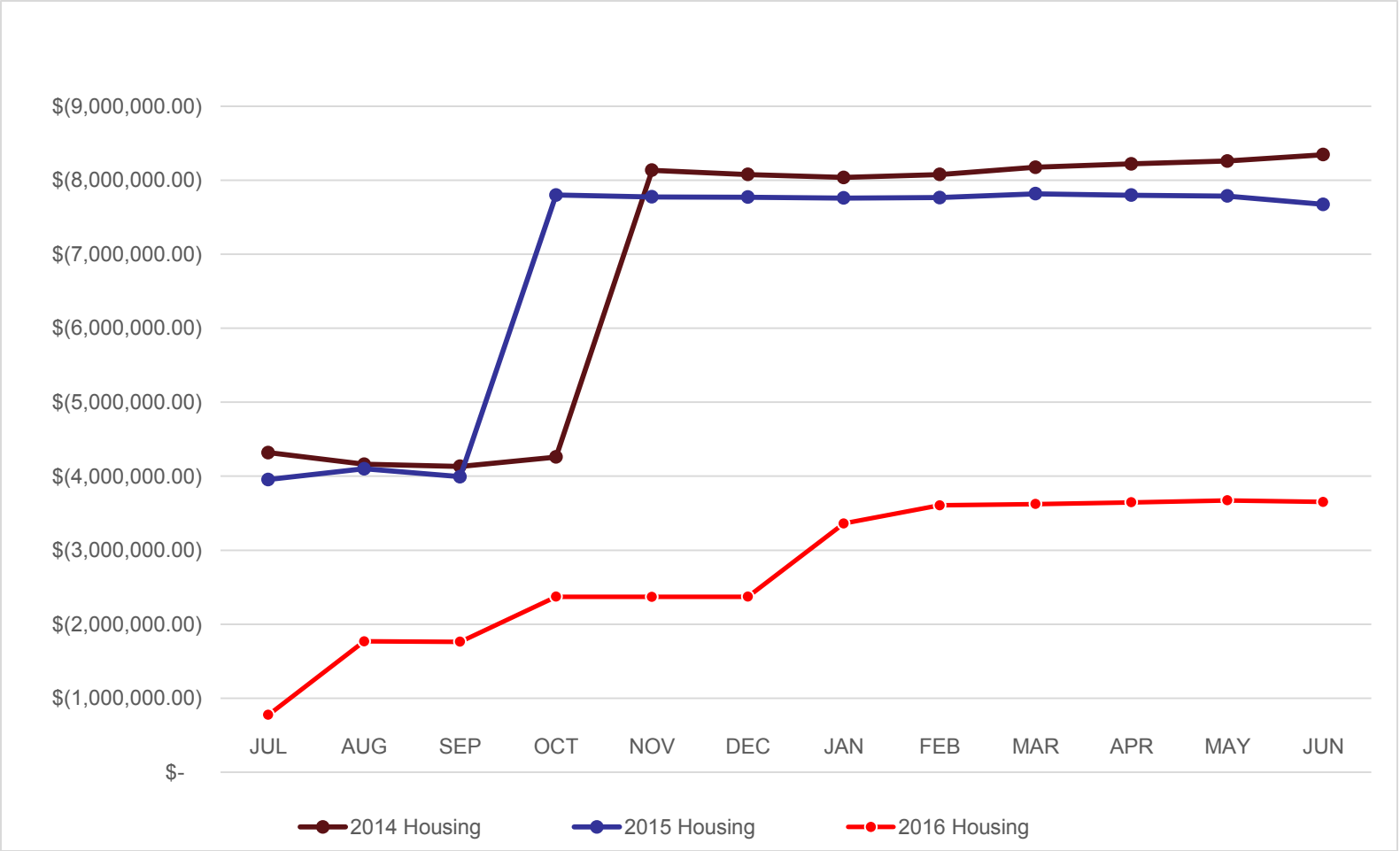
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## Section IV

Auxiliary Revenue Trends

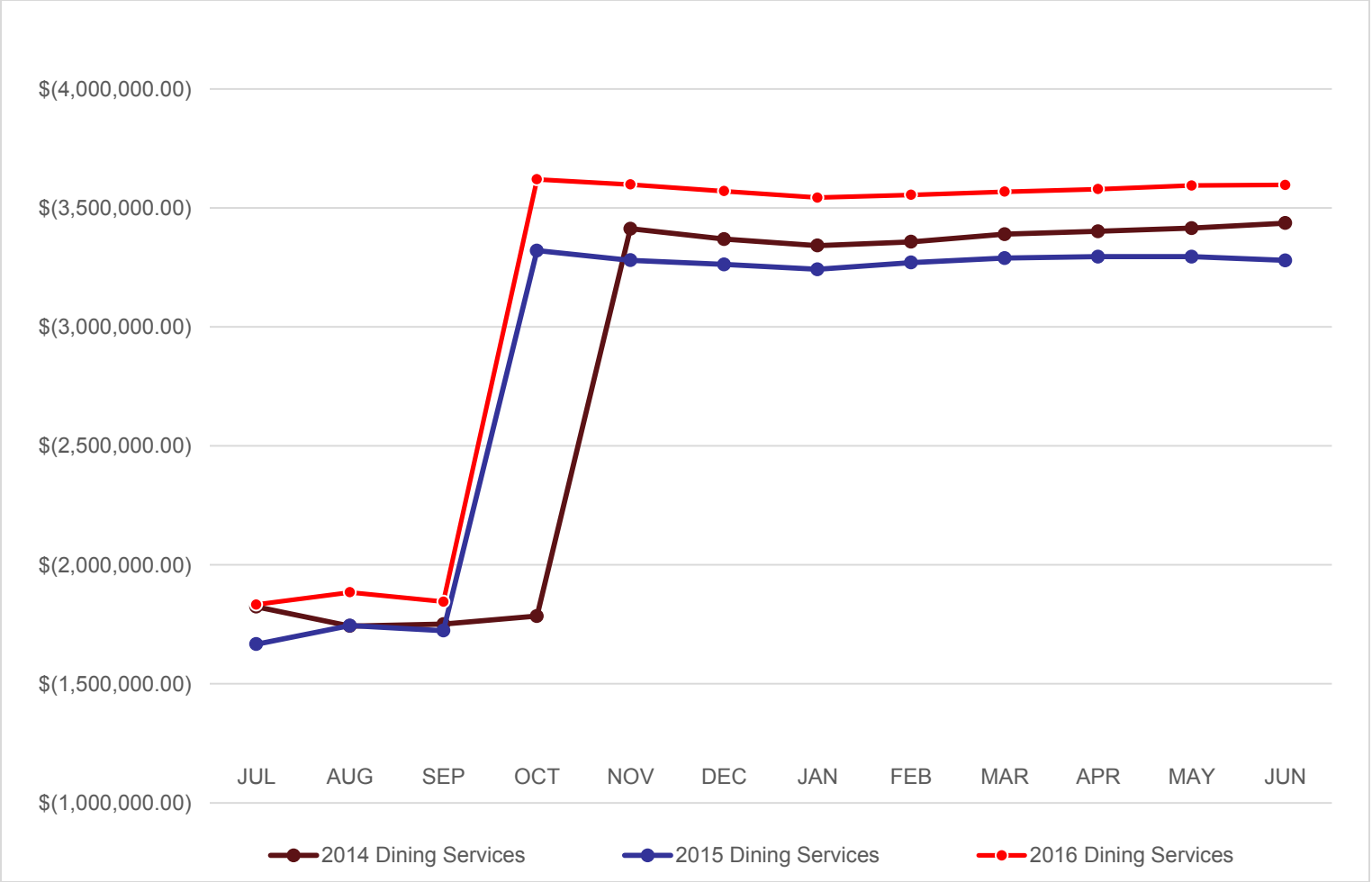
Housing, Dining, Bookstore

# Housing Revenue Trend

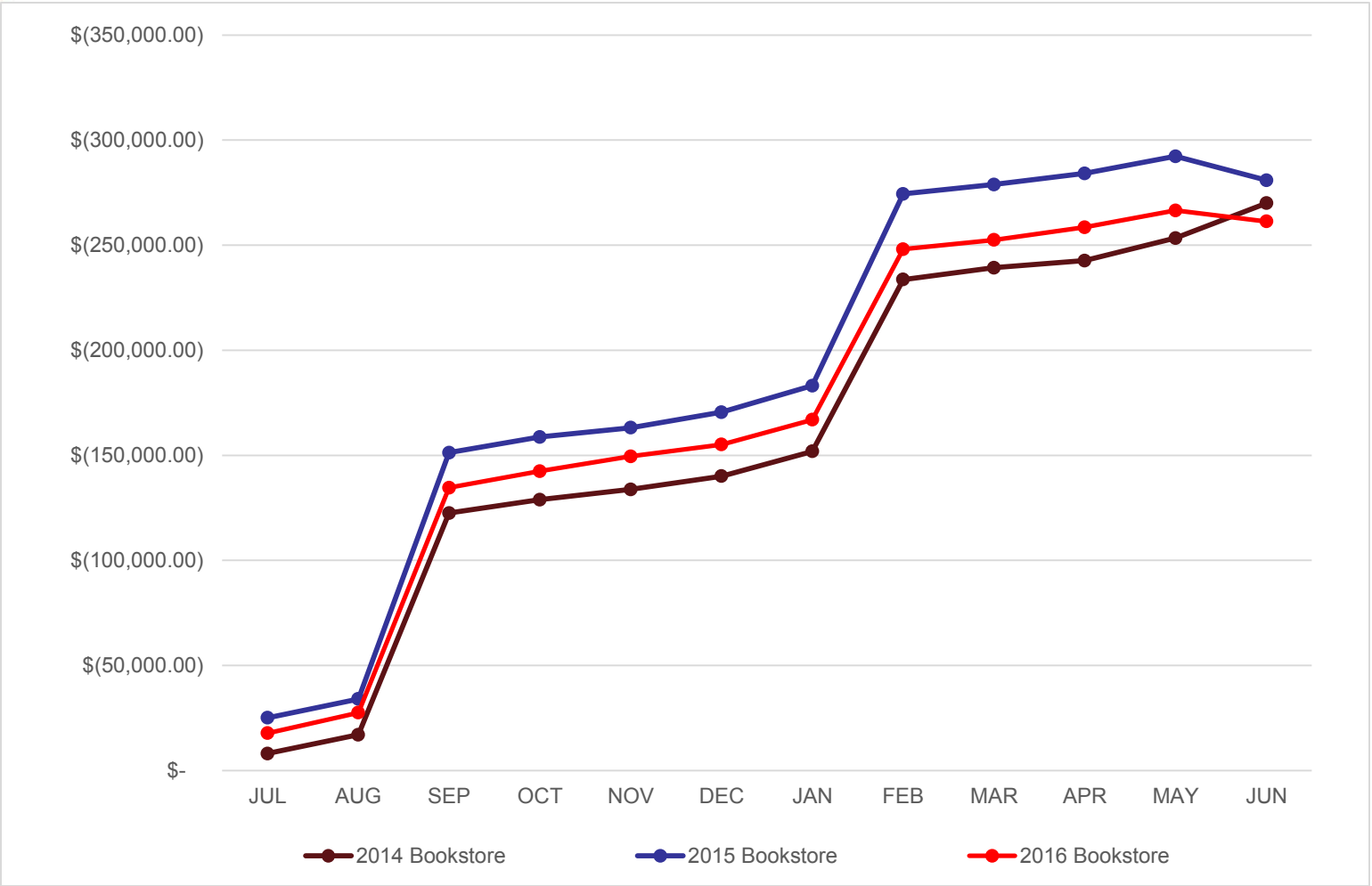




# Dining Revenue Trend



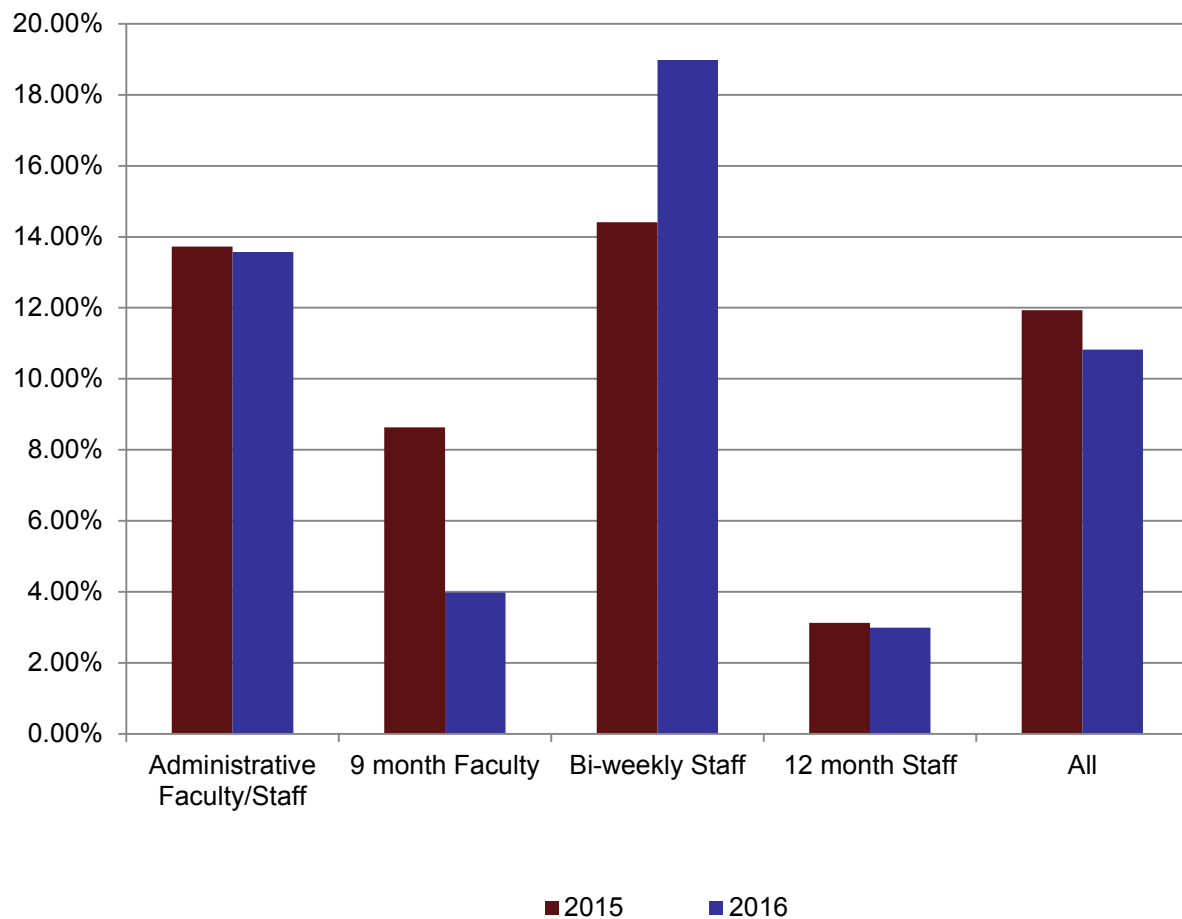
## Bookstore Revenue Trend



## Section V

### HR/Position Information

## 2015/2016 Turnover Rates Full Time Employees (with Retirees)

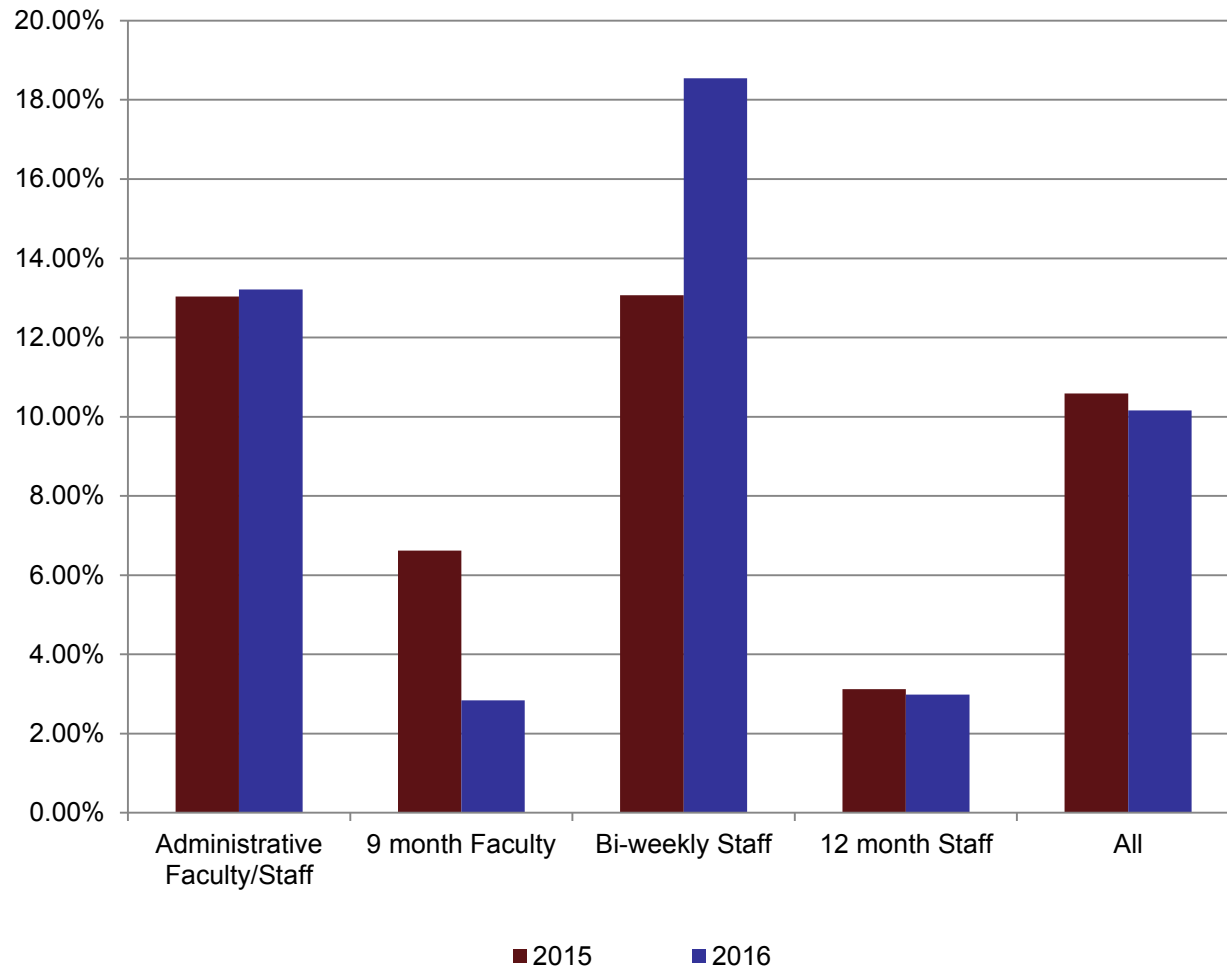


# 2015/2016 Turnover Rates Full Time Employees (with Retirees)

Dates: July 1, 2015-June 30, 2016						
	<u>Begin Count</u>	<u>Hires/Rehires</u>	<u>Terminations</u>	<u>Retirements</u>	<u>End Count</u>	<u>Turnover</u>
Administrative Faculty/Staff	187	36	37	1	186	13.57%
9month Faculty	233	15	10	4	238	3.98%
Bi-weekly Staff	154	33	42	1	145	18.98%
10month Staff	2	3	1	0	4	25.00%
12month Staff	22	2	1	0	23	2.99%
All	598	89	91	6	596	10.83%
Dates: July 1, 2014-June 30, 2015						
	<u>Begin Count</u>	<u>Hires/Rehires</u>	<u>Terminations</u>	<u>Retirements</u>	<u>End Count</u>	<u>Turnover</u>
Administrative Faculty/Staff	198	27	38	2	187	13.72%
9month Faculty	231	25	23	7	233	8.63%
Bi-weekly Staff	145	38	29	3	154	14.41%
10month Staff	3	3	4	0	2	100.00%
12month Staff	21	2	1	0	22	3.13%
All	598	95	95	12	598	11.93%

ARMSTRONG STATE UNIVERSITY

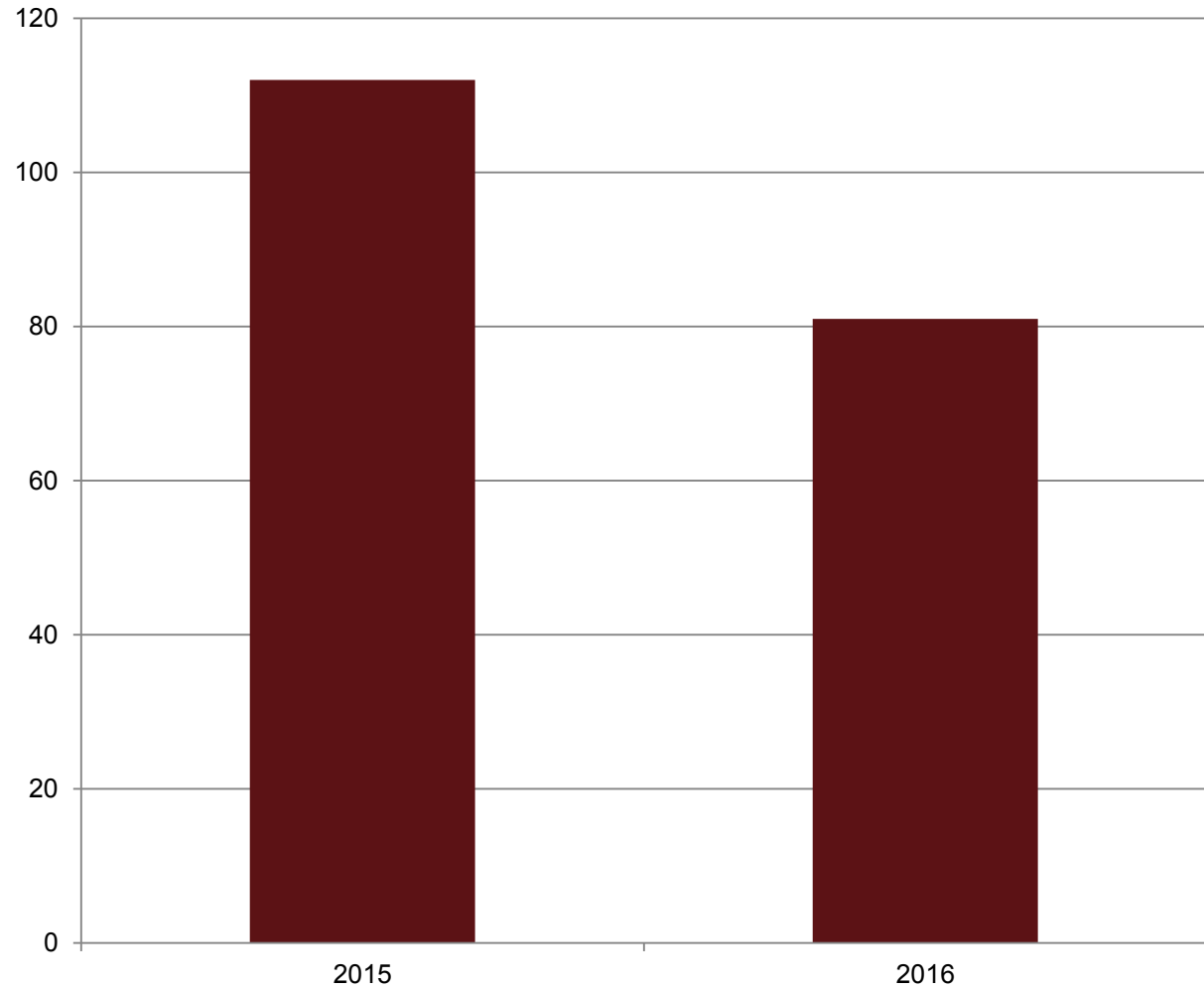
## 2015/2016 Turnover Rates Full Time Employees (w/o Retirees)



## 2015/2016 Turnover Rates Full Time Employees (w/o Retirees)

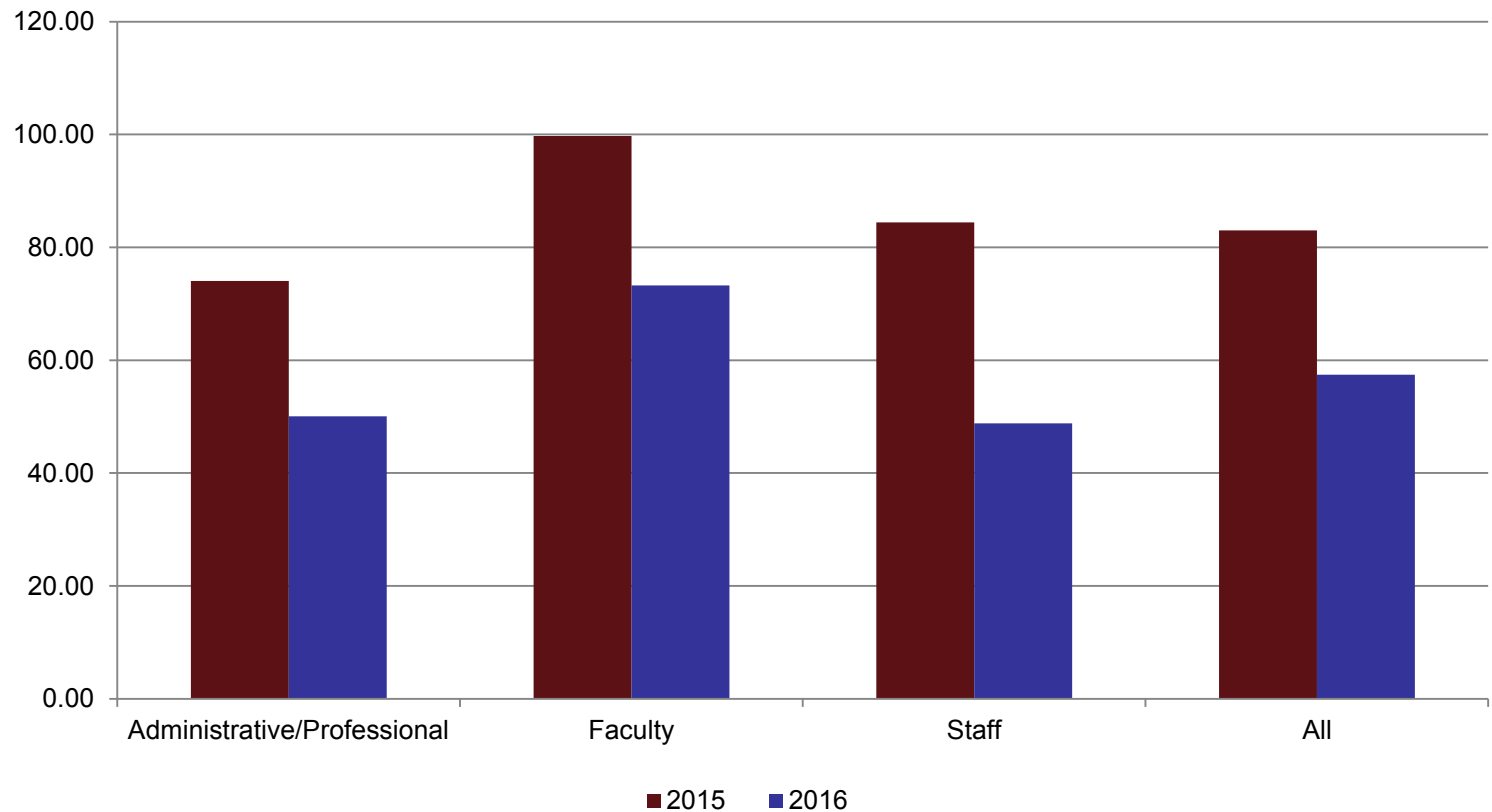
Dates: July 1, 2015-June 30, 2016					
	<u>Begin Count</u>	<u>Hires/Rehires</u>	<u>Terminations</u>	<u>End Count</u>	<u>Turnover</u>
Administrative Faculty/Staff	187	36	37	186	13.21%
9month Faculty	233	15	10	238	2.84%
Bi-weekly Staff	154	33	42	145	18.54%
10month Staff	2	3	1	4	25.00%
12month Staff	22	2	1	23	2.99%
All	598	89	91	596	10.16%
Dates: July 1, 2014-June 30, 2015					
	<u>Begin Count</u>	<u>Hires/Rehires</u>	<u>Terminations</u>	<u>End Count</u>	<u>Turnover</u>
Administrative Faculty/Staff	198	27	38	187	13.04%
9month Faculty	231	25	23	233	6.62%
Bi-weekly Staff	145	38	29	154	13.06%
10month Staff	3	3	4	2	100.00%
12month Staff	21	2	1	22	3.13%
All	598	95	95	598	10.59%

## 2015/2016 PeopleAdmin Postings





# 2015/2016 Average Time to Fill



	2015	Count	2016	Count
Administrative/Professional	74.07	70	50.06	50
Faculty	99.76	37	73.27	26
Staff	84.40	5	48.80	5
All	83.02	112	57.43	81

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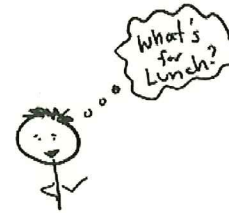
# Faculty and Staff: Building Relationships Around the Lunch Table

## Galley Days

Faculty and Staff days at the Galley where meals are offered for \$5 with a Faculty/Staff Pirate Card.

### Features:

- Valid for breakfast, lunch or dinner in the Galley on scheduled Fridays
- No pre-purchase necessary



### Fall 2016 Dates:

August 19, September 2, September 16, October 7, October 21, November 4, November 18, December 2

### How Does it Work?

- **Present Pirate Card at Galley to obtain discount on Galley Days.** It's that easy.

## Employee Block Plans

Meal plans that can be used in The Galley or for the meal of the day at The Patio Cafe are being offered for pre-purchase at *discounted rates* in block form.

### Features:

- "Blocks" of meals come in sets of 10, 25, and 50 individual meal swipes.
- Block plans are very flexible, allowing the individual to use one or multiple meals at once.
- They can be used for breakfast, lunch or dinner, with an average savings of more than \$1 per meal over the door price.
- Unused meals at the end of the term will automatically roll over to the next.

### Employee Meal Block Plans:



10 Block Plan - Faculty/Staff (Save over \$10!)  
Price: \$72

25 Block Plan - Faculty/Staff (Save over \$27!)  
Price: \$178

50 Block Plan - Faculty/Staff (Save over \$60!)  
Price: \$350.00

### How Can Staff/Faculty Purchase a Plan?

Block plans can be purchased online through the [Armstrong Marketplace](#) with credit or debit, or at the Bursar's office with cash or check.

### How Does it Work?

- **Purchase your plan.** Plans purchased before 3:00 pm will be added to accounts the same day, otherwise, they will be posted the following business day.
- **Present your Pirate Card** at the facility to use a meal in your block.

### Things to Remember:

All sales are final and while unused meals do roll over to the next term, they cannot be refunded. Employees who leave the university will not receive a refund on unused meals. Avoid using pre-purchased block plan meals on Galley Days (Galley Day discount is larger).

## Appendix

[illegible]

## Faculty and Staff Personnel Requests 8/26/2016

[illegible]

## Faculty and Staff Personnel Requests 9/9/2016

[illegible]

Appendix 2  
**Armstrong State University**  
**Faculty Senate Bill FSB-2016-08-15-01:**  
**Faculty Fair Compensation**

**Presidential Action**


**The attached bill is provided to the University President for approval.**

Delivered:

Signature:  Date: 8/18/16


Approve: \_\_\_\_\_

Disapprove: \_\_\_\_\_

Remand: 

Comments: (please attach an additional sheet if necessary)

This change is favored, in principle. The implementation of any recommendation affecting compensation for a single group must first be assessed in the broader context of the overall compensation and revenue-sharing model for summer school. Therefore, a faculty/staff task force will be appointed by Provost Smith and Faculty Senate President, Cliff Padgett to provide a comprehensive review and recommendation by December 1, 2016.

Signature:  Date: 8/31/16  
Dr. Linda M. Bleicken, President  
Armstrong State University

## Faculty Fair Compensation Bill

Whereas faculty should receive just compensation for their time; and whereas during the academic year faculty workload is determined by contact hours rather than credit hours; and whereas during the summer, faculty teaching laboratory courses are only compensated at  $\frac{1}{4}$  to  $\frac{1}{3}$  of the lecture rate;

Be it resolved that pay rates during the summer should be based on contact hours, subject to the usual restrictions of sufficient enrollment.

For example: Someone teaching CHEM 1211 (3 credit hrs / 3 contact hrs) and CHEM 1211L (1 credit / 3 contact hrs) would get paid 9% for CHEM 1211 and only 3% for CHEM 1211L. In the Fall or spring semester they would get the same credit for both course.



**Appendix 2**  
**New Faculty Hires: Market Salary Bill**

Whereas hiring below market salary impairs Armstrong's ability to hire and retain quality new faculty;

Whereas the sub-market salary level of new faculty perpetuates the problem of overall below CUPA faculty salaries at Armstrong;

And, whereas the 2015-2016 Faculty Salary Committee recommended that "New hires should be offered a salary consistent with no less than 95% of the CUPA mean for that faculty member's CIP code (using the CIP code for new assistant professor if the new hire is being brought in at that rank)";

The faculty senate requests that new faculty hires be offered a salary consistent with no less than 95% of the CUPA mean for that faculty member's CIP code, using the CIP code for new assistant professor if the new hire is being brought in at that rank.



**Appendix 2**  
**Faculty Senate Bill: Salary Inversions Caused by New Faculty Hires**

Whereas discontinuing sub-market hiring of new faculty may cause salary inversions for existing faculty;

And, whereas the 2015-2016 Faculty Salary Committee recommended that “When salary inversions are discovered or caused by new hires, those inversions should be corrected at the next contract period by the greater of 1% or \$500 in the advantage of the more senior faculty member”;

The faculty senate requests that salary inversions resulting from new faculty hires be corrected at the next contract period by the greater of 1% or \$500 in the advantage of the more senior faculty member, unless the majority of recent annual performance evaluations indicate below satisfactory overall performance by that senior faculty member.