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GEORGIA SOUTHERN UNIVERSITY
Faculty Senate Meeting Minutes
Russell Union Ballroom
February 12, 2001

Voting Members in Attendance: Dr. Martha Abell, Dr. Kathy Albertson, Dr. David Allen, Dr. John Averett, Dr. Constance Campbell, Dr. Randy Carlson, Dr. Ruth Carroll, Dr. Jean-Paul Carton, Dr. Marc Cyr, Ms. Laura Davidson, Dr. Shawn Forbes, Dr. Norman Schmidt (for Dr. Frank French), Dr. Chris Geyerman, Dr. John Hatem, Dr. Mary Jackson, Dr. Saba Jallow, Dr. Diane Zigo (for Dr. Steve Jenkins), Mr. Francys Johnson, Dr. Stephanie Kenney, Dr. Kathleen Koon, Dr. Mark Kostin, Dr. Ming Li, Dr. Karen McCurdy, Dr. Bruce McLean, Dr. Susan Williams (for Dr. Jill Martin), Dr. Alison Morrison-Shetlar, Dr. Sudha Ratan, Dr. Joelle Romanchik-Cerpovicz, Dr. Candy Schille, Dr. Jake Simons, Dr. Rebecca Ziegler (for Mr. Charles Skewis), Mr. John Wallace, Dr. Diane Wasson, Dr. Steven Weiss, Dr. Matthew Williamson, Dr. Janie Wilson, Dr. Jerry Wilson.

Senators Absent: Dr. David Dudley, Dr. Steve Hale, Dr. Gerald Jones, Dr. Ann Pratt.

Non-voting Members in Attendance: Dr. Bruce Grube, Dr. Vaughn Vandegrift, Dr. Lane Van Tassell, Dr. Linda Bleicken, Dr. Jeff McLellan, Dr. Richard Rogers, Ms. Ruth Ann Rogers.

Visitors: Dr. Bob Haney

Minutes from the Meeting of February 12, 2001

The February 12, 2001, meeting of the Faculty Senate was called to order by Dr. Bruce Grube at 4:05pm. Dr. Grube opened the meeting and presented the gavel to Dr. Candy Schille (CLASS), Faculty Senate Moderator. Dr. Schille presided over the business of the Senate for the rest of the meeting.

1. Approval of the Agenda for the February 12, 2001, meeting

Motion: Dr. Candy Schille (CLASS), moved the acceptance of the agenda. The motion was approved.

2. Approval of the November 29, 2000, Minutes

Motion: Ms. Laura Davidson (LIB) moved the acceptance of the November 29, 2000 minutes with a correction of the spelling of Jeff McLellan's name. The motion was seconded and approved.

3. Librarian's Report of February 2, 2001

Motion: Dr. Chris Geyerman (CLASS) moved the approval of the Librarian's Report. He noted that committee names have been changed to reflect the new structure of the Senate. The motion was approved.

Motion: The Undergraduate Committee minutes of 11/8/2000 were approved.

Motion: The Graduate Committee minutes of 9/21/2000 were approved.

4. President's Report

Dr. Bruce Grube (President) reported on activities relating to the current session of the Legislature. The 4.5% salary increase proposed by the Governor is still on track for approval. The House increased the allocation for the information technology facility from \$20,000,000 to \$33,000,000. There is also an allocation of \$4,500,000 for the next phase of our Fine Arts renovation project in the budget. The annual Wild Game Supper went very well, with a higher attendance than before. The Governor addressed the Georgia Southern Foundation Board before that meeting and was very supportive of Georgia Southern. In an address later in the week, he spent twenty minutes talking about Georgia Southern to his Advisory Board on Industry, Trade, and Tourism.

5. Report from Dr. Candy Schille, Chair, Senate Executive Committee

Dr. Schille reported that the transition to the new committee structure is going well. She reminded Senators that the documents of the Senate (agenda, minutes, librarian's report, etc.) are posted to the Senate web site. She also reported that she is serving as the Senate's representative to the Campus Physical Planning Committee and encouraged Senators to let her know of any concerns they or their constituents may have about the physical make-up of the campus.

Dr. Grube further elaborated on the function of the committee, describing it as involved with everything from sidewalk and tree placement to external appearance of buildings.

At Dr. Kathy Albertson's (CLASS) request, Dr. Grube told the senate who the other members of the Campus Physical Planning Committee were.

Dr. Schille will make minutes of the committee meetings available on the Senate web site.

6. Faculty Senate Bylaws: Proposed Amendments

A. Article 3, Section 7

Motion: Dr. Schille (for the SEC) moved that the bylaws be amended here to read as follows: "The Librarian shall prepare the Librarian's Report and shall distribute the report to the Senate at least five working days prior to the next scheduled Senate meeting. Committees presenting reports as separate agenda items should post minutes on the senate web page at least five working days prior to Senate meetings for consideration of the Senate." The motion was approved.

B. Athletics Committee

Dr. Bruce Grube requested that the Senate consider changing the Athletics Committee from a standing committee of the Senate to a University Committee because the Athletics program impacts many areas of the University beyond Academics, including Student Affairs and Business and Finance.

Motion: Dr. Shawn Forbes (COBA) moved that the Senate drop the Athletics Committee and recommend to the President it become a University Committee. Dr. Schille later restated the motion as “To delete from the *Bylaws*, Section 17 and 18, adding a recommendation to the President that faculty and senate representation be maintained.”

An extended discussion followed. Several speakers cited the precedent set with making CLEC a University Committee while retaining faculty input. Others noted the importance of having faculty maintain oversight of athletic programs.

At the conclusion of the discussion, the Senate voted to approve the motion (29 for and 5 opposed). Dr. Grube will bring a proposed committee membership list to the next Senate meeting.

7. Report from EPC/SPC Representative Sue Moore

Dr. Martha Abell (COST) reported for Sue Moore that the SPC has met twice this semester and Program Review has taken most of their time. They reviewed the Level II Technology Plan, the third Level II plan they have reviewed. She also mentioned the initial meeting of the University-wide Academic Program Review Committee.

8. Report from NCAA Faculty Athletic Representative Richard Rogers

Dr. Richard Rogers (NCAA Rep) reported on the Fall 2000 academic performance of athletes and teams. He will post the details of his report to the Senate web site.

9. Old Business

Dr. Marc Cyr (CLASS) relayed a concern from a colleague:

While GSU will indeed be raising admissions standards in the years to come, the elimination of Learning Support on campus means that this coming Fall a considerable number of students who would previously have been placed in Learning Support classes will now be placed directly in regular freshman classes. About 95 percent of GSU Learning Support students met the system’s minimum Math and Verbal requirements, but did not meet our higher institutional requirements. It is this group of students who will now be granted regular admission to GSU. My colleague believes that instructors need to be aware of this so that they will not be surprised if they find a lower level of preparation in some students than they have previously encountered. With foreknowledge, faculty can plan to deal with this situation, in particular how

to determine if a problem exists, and how to ameliorate the potential impact on the less prepared students and the other students in their classes.

Dr. Linda Bleicken responded by reminding Senators of the rising admissions standards for the coming Fall, especially the fact that except for non-traditional students, no students with CPC deficiencies will be admitted. She also mentioned the new Academic Success Center. She also asked Senators for advice in getting word of the new Academic Support programs out to the general faculty.

Dr. Saba Jallow (CLASS) asked about the status of the faculty sick leave policy. Dr. Vaughn Vandegrift replied that the policy was effective at least from the beginning of this year and possibly for part of last fall as well.

10. New Business: Discussion Forum and Questions from the Floor

None.

11. Announcements: Vice Presidents

Dr. Vaughn Vandegrift (Provost and VPAA) offered his thanks to the SPC and all others for their hard work on Program Review. Because of the adjusted due dates, the review will not conclude before Fall Semester. He then distributed copies of the new Student Ratings of Instruction Instrument. He described the steps taken to develop this revised instrument. It will be used beginning with Spring 2001 classes and will be subject to periodic review.

12. Announcements from the Floor

Dr. Bruce McLean mentioned the success of two Bulloch County middle school math teams in the Math Counts contest in Savannah over the weekend. Children of several faculty members participated on the successful teams, both of which will be in a statewide competition later this Spring.

Dr. Linda Bleicken announced that web registration is up and will be used beginning with Summer 2001 registration. Hands-on demonstrations are available in the Williams Center. Faculty and students are strongly encouraged to preview the system now. Dr. Randy Carlson (COE) asked if the problem with having the system recognize prerequisites fulfilled under the quarter system had been fixed. Dr. Bleicken promised to check on that.

13. Adjournment

At 4:50pm, a motion was made to adjourn. The motion was seconded and approved.

GEORGIA SOUTHERN UNIVERSITY
Faculty Senate Meeting Minutes
Russell Union Ballroom
March 27, 2001

Voting Members in Attendance: Mohammad Davoud (for Martha Abell), Kathy Albertson, David Allen, John Averett, Kathleen Gruben (for Constance Campbell), Judi Repman (for Randy Carlson), Ruth Carroll, Jean-Paul Carton, Marc Cyr, Laura Davidson, Shawn Forbes, Frank French, Chris Geyerman, Steve Hale, Mary Jackson, Steve Jenkins, Maggie LaMontagne (for Stephanie Kenney), Kathleen Koon, Deborah Thomas (for Mark Kostin), Jill Lockwood, Karen McCurdy, Alison Morrison-Shetlar, Ann Pratt, Jorge Suazo (for Sudha Ratan), Joelle Romanchik-Cerpovicz, Candy Schille, Jake Simons, Cynthia Frost (for Charles Skewis), Norman E. Schmidt (for John Wallace), Diane Wasson, Caren Town (for Steven Weiss), Janie Wilson, Jerry Wilson

Voting Members Absent: David Dudley, John Hatem, Saba Jallow, Francys Johnson, Gerald Jones , Ming Li, Bruce McLean, Matthew Williamson

Non-voting Members in Attendance: President Bruce Grube, Linda Bleicken, Douglas Lange, Bede Mitchell, Jeff Buller, Lane Van Tassell, Sue Moore, Richard Rogers, Ruth Ann Rogers

Visitors: Linda R. Collins, Barbara Price, Clara Krug, Nancy Wright, Phyllis Dallas, Annette Laing, Kathleen Comerford, Janice H. Kennedy, Elisabeth Sherwin, Pranoti Asher, Barbara Hendry, Margaret Floyd, Carol Simonson, Debra Sabia, Michael Barth, Larry Mutter, Mary Marwitz, Donnie Richards, Teresa E. Thompson, Dick Diebolt

Minutes from the Meeting of March 27, 2001

The March 27 meeting of the Faculty Senate was called to order by Dr. Bruce Grube at 4:05 pm. Dr. Grube opened the meeting and presented the gavel to Dr. Candy Schille (CLASS), Faculty Senate Moderator. Dr. Schille presided over the business of the Senate for the rest of the meeting.

1. Approval of the agenda for the March 27, 2001 meeting

Motion: Dr. Candy Schille (CLASS) moved the acceptance of the agenda. The motion was approved.

2. Approval of the February 12, 2001 minutes

Motion: Ms. Laura Davidson (LIB) moved the acceptance of the February 12, 2001 minutes. The motion was seconded and approved.

3. Librarian's report

Motion: Dr. Chris Geyerman (CLASS) moved the approval of the Librarian's Report. The motion was seconded and approved.

A. Undergraduate Committee: Minutes of February 21, 2001

Motion: Dr. Kathleen Koon (CHPS) mentioned that the Undergraduate Committee has met since the February 21st meeting and that minutes of those meetings will be available at the next Faculty Senate meeting. She also announced that the committee is in the process of developing goals and objectives for the coming year and asked senators to let committee members know of suggestions they might have. She then moved the acceptance of the February 21, 2001 minutes. The motion was seconded and approved.

B. Graduate Committee: Minutes of October 12, 2000, November 16, 2000, and January 18, 2001

Dr. Ruth Carroll (COE) announced that Dr. Ming Li (CHPS) had been elected chair of the Graduate Committee at their February 15 meeting and described briefly some of the committee's work. Their minutes will be posted on the web.

Motion: Dr. Candy Schille (CLASS) moved the acceptance of the minutes of October 12, November 16, and January 18. The motion was seconded and approved.

4. President's Report

Dr. Bruce Grube (President) reported that the FY2002 budget is in the hands of the Governor. There is still some debate in the legislature regarding how long the University System should be held harmless for the loss of credit hours and enrollment from semester conversion. Only part of the loss is covered in the FY2002 budget. The Governor has told the Chancellor that he will work to have more funding in the amended budget next January. The Governor and the Chancellor are working very well together. The cooperation between Georgia Southern and the Board of Regents has also been phenomenal. The funding for the Information Technology School and the increase to our budget following the Chancellor's visit to campus last fall are products of that cooperation. Dr. Grube offered praise to Dr. Barbara Price and her committee for the work on establishing the school in record time. He also mentioned that the 4.5% salary increase for University System employees had been approved. Finally he described the examination of the twelve hour limit on summer semester hours that is currently underway.

Dr. Janie Wilson (CLASS) asked if faculty would be involved early in the process of reviewing the twelve hour limit. Dr. Grube responded that the Senate would be involved as soon as possible, working through the Senate Executive Committee.

5. Report from Dr. Candy Schille, Chair, Senate Executive Committee

Dr. Schille reported that Dr. Grube accepted the recommendations of the Senate's last meeting, including naming the Athletic Committee a University Committee. He is making some changes to the membership of the Athletic Committee, adding the Director of Housing as a voting member, having the SGA appoint both undergraduate and graduate student members, and having the chair recommended by the committee and appointed by the President. Dr. Schille also reported that the SEC is considering the request by the SGA to appoint all student representatives to Senate committees. There appear to be some inconsistencies in the language of the Statutes and Bylaws concerning student appointments. The SGA also needs to decide how and by whom they want representatives to be chosen. Finally Dr. Schille reminded senators that the SEC will be preparing for the election of Senate officers at the April 26 meeting and is soliciting volunteers and nominees.

Dr. Janie Wilson (CLASS) pointed out that further details regarding the discussion of the SGA request could be found in the SEC minutes, posted on the Web.

6. Clarification of Tenure, Post-Tenure, and Promotion Decisions at the University Level

Dr. Schille reported that the SEC had received a request that the Provost communicate with the Faculty Senate regarding questions relating to tenure, post-tenure, and promotion decisions. The Provost had a prior commitment that conflicted with the next scheduled Senate meeting and so Dr. Grube would respond to the request.

Dr. Grube reported that there were 50 cases of application for either promotion, tenure or both. Of the 11 applying for promotion to full professor, all 11 were approved. Of the 15 applying for promotion to associate professor, 11 were approved. Of the 24 applying for tenure, 23 were approved and the one that was not had the deadline extended to July 1 to provide further evidence to support tenure. This represents an approval rate of over 90%. All of these actions are subject to approval at the Board of Regents level.

He then commented that tenure is the most important decision made with regard to our colleagues, representing a long term commitment to them. In light of the importance of this decision, Dr. Grube has asked the Provost to examine the tenure and promotion process. A discussion of a revision to the faculty handbook regarding the tenure and promotion process with the intent of clarifying the process has begun and will be brought to the Faculty Senate. Dr. Grube then made some comments regarding potential problems with promotion and tenure at Georgia Southern. First, there is no common format for promotion and tenure packages across colleges. Second, departments need clear, written criteria regarding promotion and tenure. Third, expectations should not change dramatically for faculty in the tenure track when revisions

to criteria occur. Fourth, workshops should be held for faculty to show what good tenure or promotion packages look like. Fifth, the process needs clear markers at every step (such as signed evaluative statements). Last, tenure and promotion packages, once submitted, should proceed to every level, regardless of earlier decisions.

Discussion:

Dr. Janie Wilson (CLASS) encouraged Dr. Grube to include faculty early in the decision-making process regarding revisions to the promotion and tenure process. Dr. Grube responded that the process would not be a rapid one and that any faculty working group would be more effective when provided with data and recommendations with which to work.

Dr. Marc Cyr (CLASS) inquired about the University System standard that puts faculty development and academic achievement into a single category, asking what really counts. Dr. Grube responded that those standards should be developed by individual departments which should then be approved by their respective Deans and by the Provost. However, those standards will not represent the final say about who gets tenure or promotion. In his experience, some decisions need to be made based on a University-wide perspective.

Dr. Steve Hale (CLASS) asked about the changing emphasis from teaching to research. Dr. Grube cited the promotion and tenure statistics he began with to support his point that things have not changed, although as a result of the Provost's study, change may occur at some future point.

Dr. Jill Lockwood (COBA) commented that the Open Records Act deters those responsible for evaluations from being to specific in their annual reviews although faculty on tenure track need clear guidance about their progress toward tenure.

Dr. Steve Jenkins (COE) asked if clear, approved department criteria would increase the importance of departmental recommendations in the promotion and tenure process. Dr. Grube responded that while the department will never have the final say, it does have a strong voice that must be considered.

Dr. David Allen (CLASS) asked if a change to the existing promotion and tenure process was needed, since there were so many positive results from this year's review. Dr. Grube responded that the item was placed on the Senate agenda by the faculty. Dr. Schille suggested that perhaps the Faculty Welfare Committee could take up consideration of the issues raised. Dr. Grube reiterated that the changes to the promotion and tenure policy would need to be approved by the Faculty Senate and the process of restructuring the Senate was intended to ensure that all senators have greater and more informed input into such policy making.

Dr. Marc Cyr (CLASS) commented on the advantage of having an open discussion on a topic

before giving it to a Senate committee in order to increase general awareness of the issue before it goes to committee.

Dr. Clara Krug commented on the informative nature of the discussion and asked how the University can help faculty make the transition to tenure through release time, etc. Dr. Grube responded that such mechanisms are wonderful but cost money. The clarification of criteria for promotion and tenure, the development of workshops supporting faculty applications, and the use of a common format for the applications would also be helpful.

Dr. Barbara Hendry also commented on the informative nature of the discussion. She asked if the objective of the review of promotion and tenure was to establish a clearer process for tenure and promotion decisions and a standard format for submission of that material across the university, rather than to standardize the criteria upon which the recommendations of departments and colleges would be based. She further stated that it would be good if the Senate directed this discussion to a committee for further consideration. In response, Dr. Grube emphasized that his remarks today were personal opinions, not the presidential projection of the desired outcome of the review process. Dr. Schille reviewed the membership and charge of the Faculty Welfare Committee for the Senate.

Dr. Janie Wilson (CLASS) asked that the SEC provide a possible time line for the discussion at the next Senate meeting.

7. Academic Success Center Report

Dr. Douglas Lange (VPSA) described the process that will lead to the establishment of the Academic Success Center this fall. Eleven faculty members from the Department of Learning Support will be moving to the Academic Success Center. Starting this past fall, a committee, including Don Brown, Michael Pemberton, Curtis Ricker, Janet O'Brien, Earl Cashon, Susan Braxton, Chris Caplinger, and he met to define the mission of that office, to define the program objectives, and to identify the next logical steps in the creation of an Academic Success Center. They conducted a review of the literature, did a search for best practices and held focus groups of students and faculty at Georgia Southern. Through this they determined that the purpose of the Center would be to help all students to become independent and collaborative learners, to provide support for those students wanting academic assistance, and generally to aid in the retention of all students by building and maintaining relationships between students and faculty and Student Affairs staff members through referrals, through tutoring and through intentional interventions. The Center will blend the tasks of tutoring, advising, mentoring, career advising, study group advising, short course and workshop facilitation, and academic assessment all into one to help students get their feet on solid ground so that they can excel in the classroom. The staff will soon be conducting site visits to the nationally recognized centers at Auburn University, at The University of Georgia, The University of Texas, and Southwest Texas State. The location of the Center will be in the Forest Drive building. The interviews for director and assistant

director of the Center were conducted this week and an announcement of their appointment should be made soon. Finally, in cooperation with Dr. Bleicken, arrangements are being made to cover classes for students continuing in learning support.

Ms. Kathy Albertson (CLASS) asked how the announcement of the appointment of the director and assistant director of the Center would be made. Dr. Lange responded that the announcement would come through normal campus channels after he has had a chance to notify the staff coming into the Center.

8. Report from EPC/SPC Representative Sue Moore

Dr. Sue Moore called the Senate's attention to a handout the SPC had mailed to everyone on campus which provides updated information about the University planning process. University Committees are examining the program review documents now and Level III planning will begin later.

9. Report from NCAA Faculty Athletic Representative Richard Rogers

Dr. Richard Rogers reported on the recent success of the Men's Golf team, coming in second in a 14 team tournament in Statesboro this past weekend. Ten of the teams in the tournament were ranked in the top 21 nationally.

10. Old Business

None.

11. New Business: Discussion Forum and Questions from the Floor

None.

12. Announcements: Vice Presidents

None.

13. Announcements from the Floor

None.

14. Adjournment

A motion was made to adjourn at 5:20pm. It was passed.

GEORGIA SOUTHERN UNIVERSITY
Faculty Senate Meeting Minutes
Russell Union Ballroom
April 26, 2001

Voting Members in Attendance:

Voting Members Absent:

Non-voting Members in Attendance:

Visitors:

[The attendance list which everyone initialed was not returned to the secretary at the end of the meeting, so this information was unavailable when the report was prepared.]

Minutes from the Meeting of April 26, 2001

The April 26, 2001, meeting of the Faculty Senate was called to order by President Bruce Grube at 4pm. Dr. Grube opened the meeting and presented the gavel to Dr. Candy Schille (CLASS), Faculty Senate Moderator. Dr. Schille presided over the business of the Senate for the rest of the meeting.

1. Approval of the Agenda for the, April 26, 2001, meeting

Motion: Dr. Candy Schille (CLASS) moved the acceptance of the agenda. The motion was approved.

2. Approval of the March 27, 2001 Minutes: Laura Davidson

Motion: Ms. Laura Davidson (LIB) moved the acceptance of the March 27, 2001 minutes. The motion was seconded and approved.

3. Librarian's Report April 19, 2001: Chris Geyerman

Motion: Dr. Chris Geyerman (CLASS) moved the approval of the Librarian's Report. The motion was seconded and approved.

A. Undergraduate Committee Minutes March 21, 2001

Motion: Dr. Kathleen Koon (CHPS) moved the acceptance of the March 21, 2001 minutes. The motion was seconded and approved.

B. Graduate Committee Minutes February 15, 2001

Motion: Dr. Ming Li (CHPS) moved the acceptance of the February 15, 2001 minutes. The motion was seconded and approved.

4. President's Report

Dr. Bruce Grube (President) thanked the many faculty and staff who had made our guests from

Ingollstadt feel welcome. Nancy Shumaker will be working with interested faculty on possible student/faculty exchanges. Dr. Grube assured us that the budget for the next fiscal year will be fine. The Governor and Chancellor have made plans to allocate shortfall monies in the supplemental budget during the next legislative session. The legislature is uneasy about the funding formula deficit that remains from semester conversion. However Georgia Southern's budget is large enough to manage any technical short fall. Our share is \$1.2 to \$1.5 million. Special funding is coming for the IT program startup, building projects (including the IT school and fine art renovations of the old Pittman school) and the continuation of the ICAPP program. There is new money for maintenance of new space (including the Southern Center), the 4.5% salary increase, new system technology funding, health insurance premiums, and MRRR (major repair, renovation, and rehabilitation) projects. He reported that commencement will happen and that some changes to the ceremony should make it go smoothly this year. Cathy Cox, Georgia's Secretary of State, will be the commencement speaker. He also reminded everyone not to let end of the semester tensions overcome them during the forthcoming weeks.

5. Report from Dr. Candy Schille, Chair, Senate Executive Committee

A. Elections of Senate Secretary, Librarian, and Moderator

Dr. Candy Schille (CLASS) was the only nominee for Senate Moderator.
Ms. Laura Davidson (LIB) agreed to continue as Senate Secretary for a second year.
Dr. Jean-Paul Carton (CLASS) agreed to become Senate Librarian.

B. Standing Committee Appointments

The Senate Executive Committee has delayed appointments to standing committees until the conclusion of Senate elections. We will receive a report at the next meeting.

6. Proposed Consensual Relationship Policy: Faculty Welfare Committee

Dr. David Dudley (CLASS) reported that in their first meeting, the Faculty Welfare Committee met with the Provost to discuss the proposed policy on consensual relations with students. They made some recommendations for clarification of the policy, but agreed with the spirit of the policy which Dr. Dudley summarized as, not to prohibit consensual, amorous, intimate, or sexual relationships between faculty and students per se, but to prohibit specifically in instances where the faculty member has any possible position of power or authority over a student.

Motion: Dr. Dudley moved the approval of the policy by the Senate. The motion was seconded and approved.

7. Proposed Handbook Clarifications Regarding Promotion Guidelines and Criteria for all Types of Faculty Evaluation: Faculty Welfare Committee

Dr. Dudley reported that the Faculty Welfare Committee is also working on clarifications to the

Faculty Handbook regarding promotion guidelines and criteria for faculty evaluations. The provost provided the committee a draft of proposed changes which is posted at the Senate's website. He hopes the committee will have completed substantial work on this and be ready to report at the June meeting of the Senate or, at latest, at the first fall meeting. He requested input on the topic from Senators.

8. Student Loads During Summer Sessions: Academic Standards Committee

Dr. Jill Lockwood (COBA) reported that the Academic Standards Committee approved the following: "The normal load for summer semester is 1 to 12 hours; a student's designated academic advisor may approve an overload." The committee wants to ensure that overrides are only allowed when it is in the student's best academic interest. Therefore, only their designated advisor, the director of advisement, a dean or associate dean may override the limit.

Dr. Janie Wilson (CLASS) asked for a rationale behind the 12 hour limit. Dr. Linda Bleiken responded that students taking more than 12 hours are more than twice as likely to drop or fail the class as those taking 12 or fewer hours. Dr. Grube added that the average summer semester load is 7 hours. Dr. Wilson asked that additional information be provided about students taking exactly 12 hours.

9. Report from EPC/SPC Representative Sue Moore

Dr. Sue Moore reported that the SPC is currently looking at program review reports from the Vice Presidents' offices. The Business/Finance reviews have been completed.

10. Report from NCAA Faculty Athletic Representative Richard Rogers

Dr. Richard Rogers had nothing to report.

10. Old Business

None.

12. New Business: Discussion Forum and Questions from the Floor

None.

13. Announcements: Vice Presidents

None.

14. Announcements from the Floor

None.

15. Adjournment

A motion was made to adjourn at 4:40 pm. It was passed.

GEORGIA SOUTHERN UNIVERSITY
Faculty Senate Meeting Minutes
June 27, 2001
Russell Union Ballroom

Voting Members in Attendance: Jean-Paul Carton, Laura Davidson, David Dudley, Shawn Forbes, Chris Geyerman, Stephanie Kenney, Kathleen Koon, Ming Li, Jill Lockwod, Bruce McLean, Karen McCurdy, Nick Pearson, Jeanette Rice, Joelle Romanchik-Cerpovicz, Candy Schille, Charles Skewis, Jake Simons, Janie Wilson, Jerry Wilson

The June 27, 2001, meeting of the Faculty Senate was called to order by President Bruce Grube at 4pm. Dr. Grube opened the meeting and presented the gavel to Dr. Candy Schille, Faculty Senate Moderator. Dr. Schille presided over the business of the Senate for the rest of the meeting.

1. Approval of the Agenda for the June 27, 2001, meeting

Motion: Dr. Candy Schille (CLASS) moved the acceptance of a slightly modified agenda. She moved that the Senate consider for approval the minutes of both the April 18 and May 16 2001 Undergraduate Committee meetings and both the March 22 and April 19 Graduate Committee meetings. She also moved that the report of the EPC/SPC Representative be deferred until Fall. With those changes, the agenda of the June 27, 2001 meeting was seconded and approved.

2. Approval of the April 26, 2001, Minutes

Motion: Ms. Laura Davidson (LIB) moved the acceptance of the April 26, 2001 minutes. The motion was seconded and approved.

3. Librarian's Report of June 20, 2001

Motion: Dr. Chris Geyerman (CLASS) moved acceptance of the Librarian's Report. The motion was seconded and approved.

a. Undergraduate Committee Minutes of April 18, 2001 and May 16, 2001

Dr. Kathleen Koon (CHPS) moved acceptance of the minutes of the April 18, 2001 and May 16, 2001 Undergraduate Committee meetings. The motion was seconded and approved.

b. Graduate Committee Minutes of March 22, 2001 and April 19, 2001.

Dr. Ming Li (CHPS) moved acceptance of the minutes of the March 22, 2001 and April 19, 2001 Graduate Committee meetings. The motion was seconded and approved.

c. Report from the Faculty Welfare Committee

Dr. David Dudley (Chair, Faculty Welfare Committee) presented to the Senate the revised Guidelines for Tenure and Promotion. The guidelines were provided to the Faculty Welfare Committee by the Provost's Office for review this past spring. An ad hoc subcommittee (Nigel Davies, Shawn Forbes, Ann Hamilton, Bruce McLean, and David Dudley), working with the Provost's Office, made revisions to those guidelines, primarily for style and clarification of wording. The full Senate Faculty Welfare Committee will meet to make recommendations to the Senate in time for the first meeting of the Senate this fall. Senators are asked to review the

document in preparation for that meeting.

4. President's Report: Dr. Bruce F. Grube

Dr. Bruce Grube (President) reported that the budget for the addition to the Library has been increased to nearly \$23,000,000. The project is currently fourth on the Regent's list and will very probably be funded in the next legislative session. He also reported that the Chair of the Appropriations Committee of the Georgia House of Representatives authorized the transfer of \$500,000 into a Georgia Southern Foundation endowment fund to support the Fries Distinguished Lectureship Series. James Humes presented the first lecture this past Spring, doing a one-person Churchill show. The Distinguished Lectureship will move among the colleges and enable the University to bring some important speakers to campus. Dr. Grube reported that he, along with Bill Golden, was able to visit key leaders of the Georgia General Assembly in their districts and thank them for their support in the past session. Regarding the Chancellor's resignation, Dr. Grube reported that the Chancellor was not under pressure to resign and was, in fact, leaving on a high note. There are two people with Georgia Southern ties who are serving on the advisory committee which will review applications and make recommendations to the Board of Regents. The Board hopes to appoint a new Chancellor by November. Dr. Grube mentioned the building activity around campus, including the ground-breaking for the Science and Nursing Building, the renovations to the former Marvin Pittman school and to the Rosenwald Building, and the various relocations of departments that are currently taking place. He closed his remarks by introducing Marilyn Bruce to the Senate as the Executive Assistant to the President.

5. Report from Dr. Candy Schille, Chair, Senate Executive Committee

Dr. Candy Schille (CLASS) reported on the Executive Committee's concern about the rare, but meaningful absences of members at meetings of the Senate and Senate Standing Committees. A review of the *Statutes* and *Bylaws* shows that Senate Alternates are fully empowered to vote as proxies for Senators at both meetings of the Senate and in committee meetings. Senators are urged to make sure that someone from their college is there to represent them if they are unable to attend a meeting. The Elections Committee will be addressing the issue of how best to provide for alternates for other committee members.

Dr. Schille went on to thank everyone for their work during the past year and recognized the outgoing Senators. She presented a plaque and \$100 honorarium to Ginger Malphrus, who provided clerical support to the Senate, in recognition of her excellent work.

6. Report from NCAA Faculty Athletic Representative Richard Rogers

Dr. Richard Rogers (NCAA Faculty Athletic Representative) distributed a report on student athletes' academic performance. The report shows that in every possible comparison, student athletes as a group have higher GPAs than the corresponding undergraduate groups. 56 percent of female student athletes had a 3.0 or better in the Spring semester, as did 40 percent of male student athletes. 110 Georgia Southern student athletes were named to the Southern Conference 2000-2001 Academic Honor Roll.

8. Old Business

None.

9. New Business: Discussion Forum and Questions from the Floor

Dr. Janie Wilson (CLASS) asked for clarification of the new Faculty Sick Leave policy. She asked how sick leave would be counted when a faculty member pays someone to cover their classes. Dr. Vaughn Vandegrift (Provost) replied that the Sick Leave Policy presumes that classes would be covered by colleagues as a matter of professional courtesy and in the case of extended absences the department chair and/or the Dean would work with the Provost's office to make other accommodations.

10. Announcements: Vice Presidents

Dr. Vaughn Vandegrift (Provost) thanked the Faculty Welfare Committee's ad hoc subcommittee for their dedicated and rapid work on the revised Guidelines for Promotion and Tenure. He is also working with the Deans to provide information that will assist faculty applying for promotion or tenure, such as the dates materials are to be submitted and the elements needed in applications. This information should be available on a web site this Fall. He reported that three new Deans are joining us this summer: Cindi Chance (Education), Kathleen Burke (Continuing Education and Public Service), and Kate Conway Turner (Liberal Arts and Social Sciences). Bede Mitchell's title has changed to Dean of the Library and University Librarian. The search committee for a Dean of the College of Business Administration is also beginning. Fred Whitt will chair that search committee. Alison Morrison-Shetlar, in addition to working with the Center for Excellence in Teaching, will become Director of Faculty Development. He also reported on Academic Program Review. The recommendations of the Strategic Planning Committee (SPC) have been distributed via Deans to the Colleges. Appeals of those recommendations should be presented to the SPC by September 15, 2001. His own recommendations are due by October 15, 2001. He reported that the Academic Affairs offices are moving to the second floor of the Pittman Administration Building. In closing, he reminded everyone of the Fall Convocation on August 15, 2001.

11. Announcements from the Floor

None.

12. Adjournment

A motion was made to adjourn at 4:30 pm. The motion was approved.

GEORGIA SOUTHERN UNIVERSITY
Faculty Senate Meeting Minutes
Russell Union Ballroom
September 17, 2001

Senators (or Alternates) in Attendance: Martha Abell, David Allen, Sharon Barrs, John Brown, Constance Campbell, Wendy Chambers for Ruth Carroll, Jean-Paul Carton, Marc Cyr, Phyllis Dallas, Laura Davidson, Cordelia Douzenis, David Dudley, Shawn Forbes, Charles Gossett for Steve Hale, Saba Jallow, Cathy Jording for Steve Jenkins, Kathleen Koon, Mark Kostin, Clara Krug, Norman Schmidt for Susie Lanier, Ming Li, Jim LoBue, Karen McCurdy, Mike Mills, Alison Morrison-Shetlar, Sandra Peacock, Jonathan Perkins for SGA, Ann Pratt, Sudha Ratan, Richard Rogers, Joelle Romanchik-Cerpovicz, Candy Schille, Charles Skewis, Stuart Tedders, Deborah Thomas, Jerry Wilson, Kim Ruebel for Diane Zigo

Senators Absent: John Averett, Frank French, Jill Lockwood, Karl Manrodt, Matthew Williamson

Administrative Members in Attendance: Bruce Grube, Marilyn Bruce, Vaughn Vandegrift, Linda Bleicken, Ralph Byington, Cindi Chance, Kate Conway-Turner, Lane Van Tassell, Jeff McLellan

Visitors: Bob Haney, Candace Griffith, Ann Hamilton, David Robinson, Larry Burton, Mike Barth, Lowell Mooney, Larry Mutter, Denise Battles

The September 17 meeting of the Faculty Senate was called to order by Dr. Bruce Grube at 4:00 p.m. Dr. Grube opened the meeting and presented the gavel to Dr. Candy Schille (CLASS), Faculty Senate Moderator. Dr. Schille presided over the business of the Senate for the rest of the meeting.

1. Approval of the Agenda for the September 17, 2001, meeting

Motion: Dr. Candy Schille (CLASS) moved the acceptance of the agenda. The motion was approved.

2. Approval of the June 27, 2001, Minutes: Laura Davidson

Motion: Ms. Laura Davidson (LIB) moved the acceptance of the June 27, 2001 minutes. The motion was seconded and approved.

3. Librarian's Report of September 6, 2001: Librarian Jean-Paul Carton

Motion: Dr. Jean-Paul Carton (CLASS) moved the approval of the Librarian's Report. The motion was seconded and approved.

a. Undergraduate Committee Minutes of June 20, 2001

Motion: Dr. Kathleen Koon (CHPS) moved the approval of the June 20, 2001 meeting of the Undergraduate Committee. The motion was seconded and approved.

b: Graduate Committee

Dr. Ming Li (CHPS) reported that there were no Graduate Committee actions to report on.

4. President's Report

Dr. Bruce Grube (President) began by thanking the campus community for their extra efforts during the past week and reminded everyone of the value the University places on openness and tolerance. He encouraged everyone to be sensitive to the fears our Middle Eastern colleagues and students may be feeling just now.

He reported that results from the Chancellor's search are expected soon and that he will be sure to inform the campus of any news he hears.

He reported that SAT scores for the incoming class are up for the second year and complimented the work of the Enrollment Management Unit in overcoming the problems inherent in raising our standards for incoming students without lowering enrollment numbers. It is anticipated that Fall 2001 headcount will be around 14,400. Our retention numbers are also showing improvement. We are also planning to expand our recruitment efforts for international students, and, through expanded continuing education opportunities, non-traditional students. Overall, he expects that we will sustain our enrollment levels and continue to raise standards for incoming students in the years ahead.

Dr. Grube commented that for the second time in three years, A Day for Southern activities were cancelled at noon (last time, it was because of the threat of Hurricane Floyd). At this time, the campaign has achieved 70% of its goal. Activities will be resumed on September 25.

He also reported that after intense discussions involving all Southern Conference representatives, all conference play was cancelled last weekend but will resume this weekend.

Dr. Mark Kostin (COE) asked Dr. Grube to comment on how the upper administration will support faculty and programs as the faculty work to implement new programs and improve existing ones, following up on needs identified in strategic planning, program review, and the arrival of new administrators. Dr. Vaughn Vandegrift (Provost) responded that he is aware of the large amount of work going on across campus in response to the strategic plan and that the work varies between departments and colleges. He is working with the deans to address the issues that arise on an individual college basis.

5. Report from Dr. Candy Schille, Chair, Senate Executive Committee

Dr. Schille encouraged Senators to take a copy of the Senate Orientation booklet with them as they leave the meeting. The booklets include e-mails, web sites and procedural information important to the operation of the Senate. She also apologized for the scheduling of the Senate meeting just before the start of a religious holiday and promised to more sensitive to such issues in the future.

She reported that two items were referred to the Senate Executive Committee for action. The first, a new Provost's policy on Centers and Institutes, was referred to the Faculty Welfare Committee. The second, a request from Dr. Janie Wilson (CLASS) to look into reimbursement for faculty for substituting for other faculty, was also referred to that committee. The SEC is also working to ensure that there is easy access to the minutes of University committees. She announced a number of appointments to committees:

Cordelia Douzenis (COE): Faculty Welfare Committee

Kim Ruebel (COE): Undergraduate Committee

David Robinson (CLASS): Library Committee as Senate representative

Mark Welford (COST): Faculty Welfare Committee and Academic Standards Committee

Dr. Schille then welcomed new senators and reminded everyone of the importance of volunteering to serve on the committees of the Senate.

6. Faculty Evaluation Policy: Dr. David Dudley, Chair, Faculty Welfare Committee

Dr. David Dudley (CLASS) reported that since last spring the Faculty Welfare Committee had been working with the Provost on proposed revisions to the University's promotion and tenure guidelines. The revisions were presented at the June Senate meeting with a request for input from the Senate. The entire faculty were invited to respond to the document at the beginning of Fall semester. Concerns expressed about the document could be grouped into three areas: Clarification about requirements for length of service and the time schedules for tenure and promotion; questions about the application process; and questions about the weights of various forms of scholarly activity. These issues have been shared with Bob Haney who promised to convey them to the Provost.

Dr. Vaughn Vandegrift (Provost) thanked the committee for their hard work and the improvements they have already made to the document. He then responded to the areas of concern Dr. Dudley described. To address length of service questions, he first distributed a copy of the policy from the University System of Georgia's Academic Affairs Handbook. This document clarifies when an application for promotion would be considered early and therefore exceptional or in need of strong justification. These dates have been included in the revised tenure and promotion document to clarify this question and to ensure that Georgia Southern's policies are in line with those of the Board of Regents.

Dr. John Brown (COBA) commented that this timeline conflicts with the post-tenure review process.

Dr. Vandegrift then addressed the questions relating to minimum time. He pointed out that Georgia is unique in allowing faculty to receive up to three years of prior service credit towards tenure which may then be used at the discretion of the individual faculty member to shorten the minimum time they must wait before applying for tenure from five years to as few as two years, depending on how much credit was awarded and how much the faculty member chooses to use.

Dr. Ann Pratt (COST) asked about the distinction, if any, between the terms “early” and “minimum” in this context. Dr. Vandegrift responded that there is no distinction.

Dr. Marc Cyr (CLASS) asked for further clarification, indicating that the BOR policy distributed today indicates that applications for promotion to Associate Professor would be considered early if they occurred in less than four years while the Faculty Evaluation Policy indicates that four years of service (or less than five years of service) would be early. Dr. Vandegrift responded that the Faculty Evaluation Policy describes a “typical case” and that the faculty could recommend promotion in fewer than four years. Dr. Cyr then commented that “minimum” implies a cutoff, precluding earlier applications.

Dr. Saba Jallow (CLASS) asked if a faculty member who applied for tenure in minimum time but was not given tenure would be able to apply again. Dr. Vandegrift responded that yes, one can apply twice for tenure.

Dr. Clara Krug (CLASS) recommended that the committee define minimum time in more detail within the document. Other senators added comments encouraging this clarification, including concerns that “minimum” as now expressed may be regarded as hard and fast by future faculty and administrators and therefore the document needs to make it clear that exceptions may be allowed for exceptional performance. Dr. Vandegrift assured the Senate that he will work with the Faculty Welfare Committee to make this issue as clear as possible.

Dr. Vandegrift then addressed questions about the application process. Questions were raised about why rejected applications should continue to move through the process. The intention of this policy, he said, is to ensure integrity and equity in the tenure and promotion process and to ensure that University-wide policies about tenure and promotion are followed correctly. Other questions were raised about the policy of not adding materials to a completed application without the permission of the Dean. The purpose of this policy is to protect faculty interests in the process by ensuring that the faculty member is solely responsible for preparing materials for their application and that the application is only modified at their request in cooperation with their Dean.

Then Dr. Vandegrift addressed the question of what comprises scholarly work and what weight should be given to different scholarly activities. He asserted that scholarship is disciplinarily defined and must be determined by the faculty in the department. Unique aspects such as quantity or frequency of work would be addressed in a statement from the department chair, signed by the

dean, for reviewers outside of the discipline.

Dr. Clara Krug (CLASS) expressed a concern that in the past department chairs may not have provided an adequate statement about the significance of the scholarship of an individual. Dr. Vandegrift replied that in future copies of that evaluation statement will be provided to the faculty members. He also said that the intention of this process is to clarify what the process will be and what the criteria are, so that new faculty will have the freedom to work within their academic disciplines and departments to meet those expectations.

Dr. John Brown (COBA) asked what the Provost viewed his role in the review process to be. Dr. Vandegrift responded that one of his roles is to ensure that everyone is treated in an equitable and fair manner. He also said that while he has not yet disagreed with a recommending body at Georgia Southern he would not say that would never happen.

Dr. Sandra Peacock (CLASS) asked if the paragraph defining scholarship implied that all things listed there would be given equal weight. Dr. Vandegrift responded that those are only examples and that the value of a contribution to a discipline would be determined by the faculty in that discipline. He further said that to write a document that defines the appropriate manifestations of scholarship within all disciplines would limit the opportunity of faculty to engage in scholarship.

Dr. Sudha Ratan (CLASS) asked about the fact that faculty are rated in teaching from unsatisfactory to excellent and the tenure evaluation criteria define a requirement of superior teaching. Junior faculty are concerned that having been rated as satisfactory teachers, they will be turned down for tenure. Dr. Vandegrift responded that the University System of Georgia requirements clearly state that superior teaching is a minimum requirement for tenure, and as a teaching University first, we have included that word in our policy for consistency.

Mr. Mike Mills (CLASS) asked about what materials would be sent to the Provost's office and how the Provost would determine that the process has been followed. Dr. Vandegrift responded that the discussion of the process and the clarification of the procedures would probably assure the process will be followed. Although he does not plan to read every file he receives, he will probably review some, but he will rely primarily on the deans and department chairs to ensure that we are doing things the right way. Dr. Grube added that he also reads these files, that faculty self-governance, as exemplified by the current discussion, had been an early priority of his administration, and that one of the first charges to the Provost on his arrival on campus was to review the promotion and tenure system as practiced across campus to ensure that it was equitable, fair, and widely understood.

Dr. Clara Krug (CLASS) asked about the role of the Deans' Council in the promotion, tenure and post-tenure review processes. Dr. Vandegrift replied that the Deans' Council serves as an advisory group for the Provost in considering promotions.

Dr. Sandra Peacock (CLASS) asked about the meaning of the phrase “ability of the professor to function within the Georgia Southern academic community” in the criteria for the award of tenure. Dr. Vandegrift responded that the phrase refers to collegiality and is required by the University System of Georgia.

Dr. Clara Krug (CLASS) asked about the existence of procedures for post tenure review. Dr. Vandegrift responded that this had not been identified as an area of concern during his visits to departments in the past year, but that he would be happy to work with the Senate on those issues if the Senate would like to raise and consider the issue.

7. Report from EPC/SPC Representative Martha Abell

Dr. Martha Abell (COST) reported that the SPC had not yet met this fall. Their work for the fall will be the review of level II plans for six functional areas. In the spring they will be facilitating level III plans for units throughout the University. The membership of the SPC will go back into rotation this year, with University-wide elections for some positions to be held. The SPC also plans to have a web site with program review information for all units on campus.

8. Report from NCAA Faculty Athletic Representative Richard Rogers

Dr. Rogers reported that NCAA Division IAA football committee was meeting to decide the timing of the football championship and an announcement should be forthcoming. He distributed a handout of the NCAA official 2001 graduation rate report for Georgia Southern. Georgia Southern’s six year graduation rate for all scholarship student-athletes is 53%, compared to the 34% rate for all Georgia Southern students. The student-athlete rate is up from 44% last year. The graduation rate for all scholarship student-athletes who exhausted their athletic eligibility at Georgia Southern is 85%.

Dr. Saba Jallow (CLASS) asked what the average GPA for student-athletes was. Dr. Rogers responded that he did not have that data with him but knew it to be higher than the average GPA for all Georgia Southern students.

9. Old Business

None.

10. New Business: Discussion Forum and Questions from the Floor

Dr. Clara Krug (CLASS) asked, regarding the Undergraduate Committee minutes, where a Senator or other member of the faculty could look to see information about curricular matters as they developed in the change between the quarter and the semester systems. Dr. Kathleen Koon (CHPS) responded that committee records are kept by the Registrar’s office. The committee is in

the process of collecting these records to determine if further review is needed at this time.

11. Announcements: Vice Presidents

Dr. Vaughn Vandegrift (Provost) began by welcoming the new deans: Kathleen Burke, Dean of Continuing Education and Public Service; Dr. Kate Conway-Turner, Dean of CLASS, Dr. Cindi Chance, Dean of the College of Education, Dr. Ralph Byington, acting Dean of COBA, and University Librarian Bede Mitchell, who has now been named Dean of the University Library. He announced the publication of the first issue of the new Academic Affairs Newsletter, which covers the criteria for promotion and tenure discussed today and profiles the new Deans. He recognized Dr. Lane Van Tassell who is stepping down as Dean of Graduate Studies to return to the faculty. A search committee is being formed to seek a new Dean of Graduate Studies. The advertisement for the Dean of COBA has already appeared in the Chronicle once and will appear twice more. A new process has also been implemented for faculty searches, with the searches beginning earlier, appearing in a unified ad the Chronicle in September and October, with reviews beginning in many cases by December. He observed that the best candidates begin their search process early and we want to be in a position to attract those candidates to our school by conducting our searches earlier in the year. He concluded by mentioning that he had received all the program review appeals and had a month to consider the program review information and make his recommendations to the President.

12. Announcements from the Floor

Dr. Alison Morrison-Shetlar (COST) announced two events. One, on September 18 at 4p.m., Diana Cone is giving a Focus on Excellence lecture at the Museum. The other, on November 15, the second Colloquium on Teaching will feature Tom Reeves from UGA, speaking on online learning and faculty productivity.

13. Adjournment

A motion was made to adjourn at 5:26pm. It was passed.

GEORGIA SOUTHERN UNIVERSITY
Faculty Senate Meeting Minutes
Russell Union Ballroom
October 25, 2001

1 **Senators (or Alternates) in Attendance:** Martha Abell, David Allen, Sharon Barrs, John
2 Brown, Constance Campbell, Ruth Carroll, Jean-Paul Carton, Gautam Kundu (for Marc Cyr),
3 Phyllis Dallas, JoEllen Broome (for Laura Davidson), Cordelia Douzenis, David Dudley, Shawn
4 Forbes, Frank French, Saba Jallow, Steve Jenkins, Kathleen Koon, Mark Kostin, Clara Krug,
5 Susie Lanier, Carol Nessmith (for Susie Lanier 5-6pm), Ming Li, Jim LoBue, Karen McCurdy,
6 David W. Robinson (for Mike Mills), Michael Braz (for Sandra Peacock), Sudha Ratan, Joelle
7 Romanchik-Cerpovicz, Bryan Saxton, Candy Schille, Robert Fernekes (for Charles Skewis),
8 Deborah Thomas, Matthew Williamson, Jerry Wilson, Diane Zigo.

9 **Senators Absent:** John Averett, Steve Hale, Jill Lockwood, Karl Manrodt, Alison Morrison-
10 Shetlar, Ann Pratt, Stuart Tedders.

11
12 **Administrative Members in Attendance:** Dr. Bruce Grube, Dr. Ron Core, Dr. Vaughn
13 Vandegrift, Dr. Ron Core, Dr. Cindi Chance, Dr. Kate Conway-Turner, Dr. Jeff McLellan, Dr.
14 Richard Rogers, Marilyn Bruce.

15 **Visitors:** Gary Dartt, Michael Nielsen, Larry Burton, Dick Diebolt, Denise Battles, Mark
16 Welford, Bob Haney, Bruce Schulte.

17 The October 25 meeting of the Faculty Senate was called to order by Dr. Bruce Grube at 4:00
18 p.m. Dr. Grube opened the meeting and presented the gavel to Dr. Candy Schille (CLASS),
19 Faculty Senate Moderator. Dr. Schille presided over the business of the Senate for the rest of the
20 meeting.

21 **1. Approval of the Agenda for the October 25, 2001, meeting**

22 Motion: Dr. Candy Schille (CLASS) moved the acceptance of the agenda. The motion was
23 approved.

24 **2. Approval of the September 17, 2001, Minutes: JoEllen Broome**

25 Motion: Ms. JoEllen Broome (LIB) moved the acceptance of the September 17, 2001 minutes.
26 The motion was seconded and approved.

27 **3. Librarian's Report of October 17, 2001: Librarian Jean-Paul Carton**

28 Motion: Dr. Jean-Paul Carton (CLASS) moved the approval of the Librarian's Report.

1 Dr. David Dudley (CLASS) offered a correction to the minutes of the Faculty Welfare
2 Committee, saying, "On page 2, Faculty Welfare Committee, on the paragraph that begins
3 'Professor Haney explained to the committee,' the last sentence should be amended to
4 read as follows: 'Dr. Haney noted that the Deans' Council desires uniformity of practice
5 throughout the University.'"

6 Dr. Clara Krug (CLASS) asked if the Faculty Development Committee would consider
7 funding travel requests for presentations at conferences not related to instruction. Dr.
8 David Allen (CLASS) responded that the committee, in reviewing its charge, had decided
9 to keep the focus of grants on the improvement of teaching. Dr. Krug requested the
10 committee to consider funding travel to conferences not so closely tied to teaching.

11 The motion was seconded and approved.

12 **A. Graduate Committee Report of September 20, 2001: Ming Li, Chair**

13 Motion: Dr. Ming Li (CHPS) moved the approval of the September 20, 2001 meeting of the
14 Graduate Committee. The motion was seconded and approved.

15 **4. President's Report: Dr. Bruce Grube**

16 Dr. Bruce Grube (President) began by announcing the appointment of the new Chancellor, Dr.
17 Tom Meredith, currently President of the University System of Alabama. He then asked Dr. Ron
18 Core (Vice President for Business and Finance) and Dr. Vaughn Vandegrift (Provost) to discuss
19 the post September 11th budget cuts facing the University.

20 Dr. Core described the memo from the Chancellor on October 4th requesting that the University
21 recommend budget reductions of 2.5% (\$1,800,000) for this fiscal year (2002) and in the next
22 fiscal year (2003) of 5% (\$3,600,000). Those recommendations were due to the Board of
23 Regents by October 15th. During that same time, the Board looked, System-wide for budget
24 savings that could reduce the impact on individual institution budgets. Board recommendations
25 were due in the Governor's office by the end of October. The Governor's office expects to
26 conclude their review of all recommendations by mid-November and reduce budgets effective
27 December 1st. In addition, all vacant positions, including faculty positions, require approval from
28 the Office of Planning and Budget to be filled.

29 Dr. Vandegrift described the impact of the proposed reductions on Academic Affairs. The
30 requisite 2.5% of the Academic Affairs budget for this fiscal year will be found in lapsed salary
31 savings from vacant faculty positions. He warned the Senate that this would, in effect, mean no
32 end of year funds will be available this year. He also said that it was not clear what impact the
33 5% cut for next fiscal year would have on the 45 faculty searches currently underway.

1 Dr. Grube emphasized that the University was still in a strong financial position, even in the face
2 of the cuts. As a mid-sized institution, there is enough flexibility in the budget to allow us to
3 cope with the cuts requested. He also explained that capital funds (used for building projects
4 such as the Science and Nursing building) come from bonds and can not be drawn on to cover
5 the reductions requested. He pointed out that our growing enrollment helps as well. For the Fall
6 census date, our enrollment was 14,372, and increase of 1.3% over last year. Credit hours are
7 also up. The average SAT score for entering first year students is 1,026 (up from 987 in 1999).

8 **5. Report from Dr. Candy Schille, Chair, Senate Executive Committee**

9 Dr. Schille announced the formation of the Task Force on the Role of Faculty in Shared
10 Governance. The members are: Jill Lockwood, Clara Krug, Steve Jenkins, Sonya Shepherd, and
11 Barry Munkasy. The SEC is looking for a representative from COST. The charge of the
12 committee is to prepare a report describing unit governance for each college and the library; to
13 articulate overarching principles on faculty's role in shared governance; and, to develop general
14 recommendations where appropriate.

15 Dr. Sudha Ratan (CLASS) asked if the committee would look only at the College level or would
16 consider departments. Dr. Schille replied that members of the committee from each college
17 would make that determination.

18 **6. Faculty Evaluation Policy: Dr. David Dudley, Chair, Faculty Welfare Committee**

19 Motion: Dr. David Dudley (CLASS) moved that the Faculty Senate adopt the revised tenure and
20 promotion guidelines document.

21 Some corrections to the document were made, including the correct spelling of the name
22 Charles E. Glassick and the changing of the word "criteria" to "area" on page 5,
23 paragraph 2.

24 Dr. Mark Kostin (COE) asked what role the Senate or any other faculty group played in
25 the development of the *Faculty Attributes* mentioned in the Introduction and what role
26 such attributes would have in promotion and tenure decisions of those hired before the
27 attributes were described. Dr. Vandegrift responded that the *Faculty Attributes* had come
28 from the Deans' Council and, as a part of the tenure and promotion guidelines document,
29 had been under consideration by the Senate and its committees for several months.
30 Promotion and tenure recommendations are made by departments and those departments
31 would probably not rely heavily on this checklist.

32 Dr. Schille asked if the lack of a terminal degree (a desired Faculty Attribute) would be
33 cause for dismissal on post tenure review. Dr. Vandegrift responded that he did not think

1 it would be a reason for dismissal. For tenure applications, especially when the candidate
2 had been hired with the expectation of earning the doctorate before applying for tenure, it
3 would be appropriate to consider the lack of the terminal degree a factor. It might also
4 have an impact on promotion applications.

5 Dr. Clara Krug (CLASS) asked if the *Faculty Attributes* might be used by the Deans’
6 Council when acting as an advisory committee to the Provost on the subject of
7 promotion. Dr. Vandegrift responded that the promotion discussions focus on the quality
8 of the individual applications and because of variations between disciplines, the *Faculty*
9 *Attributes* could not serve as a clear-cut checklist.

10 Dr. David Allen (CLASS) asked if the committee had considered the possibility of
11 offering credit toward promotion as well as toward tenure for the hiring of faculty from
12 other campuses. Members of the committee responded that the guidelines do not
13 preclude this.

14 Dr. Phyllis Dallas (CLASS) expressed concern about the fact that the guidelines call for
15 more time in rank than the Board of Regents minimum. Dr. Dudley responded that
16 committee research indicated that this is common throughout the University System. Dr.
17 Dallas then asked if the policy allowed for the awarding of tenure in less time in
18 exceptional cases. Dr. Haney responded that it does, as may be seen in the last paragraph
19 of the document. In the general discussion that followed, there seemed agreement that
20 this document describes the practice at Georgia Southern rather than setting policy.

21 Dr. Bruce Schulte expressed concern about the discontinuity caused by granting
22 probationary credit toward tenure but not toward promotion. Someone tenured at another
23 institution would be eligible for tenure at Georgia Southern after two years but not
24 eligible for promotion until after four years. He also asked whether someone who used
25 their probationary credit to apply for tenure after two years and failed could delay their
26 second application until their sixth or seventh year. Dr. Vandegrift responded that this
27 promotion and tenure document describes what is typical at Georgia Southern. It would
28 be possible for someone to apply for promotion in less than four years. He also pointed
29 out that the use of probationary credit toward tenure is entirely at the discretion of the
30 faculty member, so that they could elect to delay their second application as described.
31 Dr. Schulte then pointed out that this document is an important tool in recruiting new
32 faculty and its role as such should be considered.

33 An attempt to call the question at this point was voted down.

34 Dr. Clara Krug asked what was meant by “appropriate involvement of faculty in making
35 recommendations for promotion” on page two of the document. Dr. Shawn Forbes

1 responded that that language comes from the Board of Regents policy. The document
2 does address who in the faculty would be eligible to provide input on promotion and
3 tenure decisions.

4 Dr. Sudha Ratan asked if the paragraph about academic administrators (page 3) included
5 administrators such as associate VPs or assistant Deans. Dr. Vandegrift responded that
6 only the administrators listed are affected.

7 There being no other questions, the Senate approved the motion to adopt the document, as
8 amended.

9 Dr. Vandegrift then praised the Faculty Welfare Committee for their work on the document.

10 **7. Report from Elections Committee: Dr. Jean-Paul Carton, Chair**

11 Dr. Carton explained that the Elections Committee was sharing a draft of the guidelines for
12 Senate elections with the Senate and was requesting their feedback. He also asked for feedback
13 about using an electronic voting system for Senate elections.

14 Mr. Bryan Saxton (SGA) strongly encouraged the University to develop an internal online voting
15 system that could be used by both faculty and students for elections.

16 The Senate, by a show of hands, directed the Elections Committee to move forward with the
17 electronic voting option.

18 **8. Report from EPC/SPC Representative Martha Abell**

19 Dr. Martha Abell (COST) reported that the SPC had met several times since the last Senate
20 meeting. After they had met with Dr. Grube, they discussed the Level II plans for Human
21 Resources and Facilities and for Marketing and Communications. Members of the SPC also
22 attended the Administrative Workshop: they heard presentations on strategic planning from
23 campus consultant Bob Shirley, on affirmative action by Marcia Jones and Jeff McLellan, on
24 enrollment management by Teresa Thompson and Linda Bleicken, and on the student centered
25 University by Judy Schomber and Willie Ehling.

26 **9. Report from NCAA Faculty Athletic Representative Richard Rogers**

27 Dr. Richard Rogers reported on the successes of some of our teams. Not only is the football
28 team undefeated, but the Women's Soccer team is ranked first in the Southern Conference and
29 the volleyball team is second.

1 **10. Old Business**

2 Dr. Clara Krug asked who should be representing the Senate on the Calendar Committee this fall.
3 Dr. Schille called for volunteers. Gautam Kundu and John Brown volunteered and were elected.

4 **11. New Business: Discussion Forum and Questions from the Floor**

5 Dr. David Robinson (CLASS), chair of the Library Committee, announced that the library would
6 be holding a series of forums in November to describe changes coming to the library and get
7 input from the faculty and staff on those changes.

8 Dr. Frank French (COST) suggested that future Senate documents use line numbers to avoid
9 confusion about what part of a document is being discussed.

10 Mr. Bryan Saxton (SGA) asked that the Senate appoint a representative to the SGA. Dr. Schille
11 promised to check the bylaws to see who was eligible to serve and said she would appoint a
12 representative quickly.

13 **12. Announcements: Vice Presidents**

14 Dr. Vandegrift announced that the Calendar Committee will be meeting on October 31 to set the
15 University calendar through 2005. He also mentioned that he had made his program review
16 recommendations to the President. The financial problems discussed by Dr. Grube at the
17 beginning of the meeting may slow, but will not hinder, our plans for achieving academic
18 distinction. He announced that two dean searches are underway. The COBA Dean Search
19 Committee is screening candidates. The Graduate Dean Search Committee has placed an ad in
20 the *Chronicle of Higher Education*.

21 **13. Announcements from the Floor**

22 None.

23 **14. Adjournment**

24 A motion was made to adjourn at 5:17pm. It was passed.

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GEORGIA SOUTHERN UNIVERSITY
Faculty Senate Meeting Minutes
Russell Union Ballroom
November 28, 2001

7 **Senators (or Alternates) in Attendance:** Martha Abell, David Allen, John Averett, Sharon
8 Barrs, John Brown, Constance Campbell, Ruth Carroll, Jean-Paul Carton, Marc Cyr, Phyllis
9 Dallas, Laura Davidson, Cordelia Douzenis, David Dudley, Shawn Forbes, Saba Jallow, Steve
10 Jenkins, Kathleen Koon, Mark Kostin, Clara Krug, Carol Nessmith (for Susie Lanier), Jim
11 LoBue, Jill Lockwood, Karl Manrodt, Karen McCurdy, Mike Mills, Alison Morrison-Shetlar,
12 Sandra Peacock, Sudha Ratan, Joelle Romanchik-Cerpovicz, Bryan Saxton, Candy Schille,
13 Charles Skewis, Stuart Tedders, Deborah Thomas, Jerry Wilson.

15 **Senators Absent:** Frank French, Steve Hale, Ming Li, Ann Pratt, Matthew Williamson, Diane
16 Zigo

18 **Administrative Members in Attendance:** Linda Bleicken, Marilyn Bruce, Kathleen Burke,
19 Cindi Chance, Kate Conway-Turner, Ron Core, Bruce Grube, Jeff McLellan, Richard Rogers,
20 Lane Van Tassell, Vaughn Vandegrift,

22 **Visitors:** Mike Barth, Denise Battles, Michael Braz, Charles Gossett, Candace Griffith, David
23 Robinson

26 The November 28 meeting of the Faculty Senate was called to order by Dr. Bruce Grube at 4:00
27 p.m. Dr. Grube opened the meeting and presented the gavel to Dr. Candy Schille (CLASS),
28 Faculty Senate Moderator. Dr. Schille presided over the business of the Senate for the rest of the
29 meeting.

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31 **1. Approval of the Agenda for the November 28, 2001, meeting**

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33 Motion: Dr. Candy Schille (CLASS) moved the acceptance of the agenda. The motion was
34 approved.

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36 **2. Approval of the October 25, 2001, Minutes: Secretary Laura Davidson**

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38 Motion: Ms. Laura Davidson (LIB) moved the acceptance of the October 25, 2001 minutes. The
39 motion was seconded and approved.

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41 Discussion: Dr. Phyllis Dallas (CLASS) pointed to the omission of an exchange between her and
42 Dr. Grube at the last Senate meeting during the discussion of the faculty evaluation policy. The
43 omitted question concerned the need for some type of grandfather provision for faculty as the
44 tenure and promotion criteria evolve, so that new provisions would not be applied retroactively.

1 Dr. Grube responded that the development of the Faculty Evaluation Policy began because he
2 found that tenure and promotion practices around campus were widely disparate. He asked Dr.
3 Vandegrift to work to correct the disparities. Dr. Vandegrift added that the policy approved by
4 the Senate in October did not represent a change, but a clarification of current Georgia Southern
5 practices, so that a grandfather clause would not be needed. After further discussion, Dr. Dallas
6 asked that it be clarified that new policies such as Faculty Attributes would not be applied to
7 faculty retroactively. To further elucidate the discussion, Dr. Schille suggested that the
8 transcript from the October 25 meeting be reviewed by the Secretary and the salient points be
9 inserted here.

10
11 From the October 25 meeting:

12 Dr. Phyllis Dallas (CLASS) asked if we need some type of statement in the *Faculty Handbook*
13 that will assure faculty that when they come in these are the guidelines that apply in their
14 personnel decisions in the future. Dr. Grube responded that when he first visited departments at
15 Georgia Southern, he found that not all departments had clearly written standards and criteria for
16 promotion and tenure. The document under consideration by the Senate represents an effort to
17 clear up the confusion he sensed among the faculty about promotion and tenure. He said that the
18 departmental criteria (as opposed to the University criteria) one is hired under should remain in
19 effect, at least until the first personnel action (tenure or promotion). Given the nature of the
20 discussion about this amendment to the *Faculty Handbook*, he doubted that a grandfather clause
21 is needed because the Handbook will not often be changed.

22
23 **3. Librarian's Report of November 15, 2001: Librarian Jean-Paul Carton**

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25 Motion: Dr. Jean-Paul Carton (CLASS) pointed out that the Graduate Committee minutes were
26 missing the Curriculum Amendments attachment. He then moved the approval of the Librarian's
27 Report with the exception of that omitted attachment. The motion was seconded and approved.

28
29 **a. Undergraduate Committee Minutes of October 16, 2001: Kathleen Koon**

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31 Motion: Dr. Kathleen Koon (CHPS) moved the approval of the October 16, 2001 meeting of the
32 Undergraduate Committee. The motion was seconded and approved. She then announced that
33 the committee is preparing to survey faculty who teach core courses to evaluate the extent to
34 which students in their courses are achieving core curriculum outcomes.

35
36 **b. Graduate Committee Minutes of October 18, 2001: Dr. Ruth Carroll**

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38 Motion: Dr. Ruth Carroll (COE) moved the approval of the October 18, 2001 meeting of the
39 Graduate Committee. The motion was seconded and approved.

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41 **4. President's Report: Dr. Bruce Grube**

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43 Dr. Bruce Grube (President) began by reporting that Georgia Southern will be required to take

1 the full 2.5% budget cut requested by the Governor this fiscal year. He announced that the
2 University had received a \$1 million gift from the Goizueta Foundation for the College of
3 Education to be used for scholarships and the endowment of an Eminent Scholar's Chair. He
4 also announced that the State Charitable Contributions Campaign had reached 100% of its goal.
5

6 **5. Report from Dr. Candy Schille, Chair, Senate Executive Committee**
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8 Dr. Schille thanked Michael Braz for agreeing to serve as the Senate's SGA representative. She
9 also announced that the Senate Executive Committee would be working in the Spring semester to
10 fine tune the Senate *Bylaws*.
11

12 **6. Election Procedures: Jean-Paul Carton**
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14 Dr. Jean-Paul Carton (CLASS) distributed copies of the revised election procedures for the
15 Senate and moved their approval. The motion was seconded and approved. Dr. Carton then
16 asked the Senate for feedback about the sample electronic election they participated in last week.
17 Dr. Schille responded that everyone seemed happy with it. Dr. Carton then thanked J.B.
18 Claiborne and Bruce Schulte for their good work with the system and announced plans to extend
19 the test to the entire faculty by Christmas break.
20

21 **7. Report from EPC/SPC Representative Martha Abell**
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23 Dr. Martha Abell (COST) reported that the SPC met twice since the last Senate meeting. They
24 have developed a template for Level III plans which Trey Denton will be presenting to Deans,
25 Associate Deans, and Department Chairs. Level II plans should all be completed by the end of
26 the semester and posted to the web. She announced that Nathan Coleman will be retiring. Jayne
27 Perkins will take his place on the SPC.
28

29 **8. Report from NCAA Faculty Athletic Representative Richard Rogers**
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31 Dr. Richard Rogers reported that the Southern Conference selected a new Commissioner, Danny
32 Morrison, formerly Senior Vice President at Wofford. Georgia Southern has two athletic teams
33 in post-season play, Football and Women's Volleyball. Southern Conference named their
34 players of the year in football. The Offensive Player of the Year was Adrian Peterson, the
35 Defensive Player of the Year in the Conference was Freddie Pesqueira. Three other players were
36 named to the first team of the All Conference team. Future minutes of the Athletic Committee
37 will be posted to the Senate's web site.
38

39 **9. Old Business**
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41 None.
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43 **10. New Business: Discussion Forum and Questions from the Floor**

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2 Dr. Clara Krug (CLASS) recommended that steps be taken to ensure that elections to the Faculty
3 Grievance Committee continue to run in parallel with Senate elections. Dr. Schille responded
4 that, with Dr. Grube's and Dr. Vandegrift's consent, the Elections Committee could run the
5 election. Dr. Carton expressed concern about the Senate Elections Committee running elections
6 for non-Senate functions. Dr. Krug also expressed concern about how people find out who is on
7 the Grievance Committee (it used to be included with Senate committee membership lists.) Dr.
8 Grube responded that Dr. Vandegrift should review the status of the Grievance Committee in
9 conjunction with the Senate Executive Committee. He advised that there should be a separation
10 between Judicial and Legislative functions. He further asked about the purpose of the Bylaws
11 review planned by the Senate Executive Committee. Dr. Schille described the process as fine
12 tuning rather than wholesale revision.

13 14 **11. Announcements: Vice Presidents**

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16 Dr. Ron Core (Vice-President for Business and Finance): Dr. Core announced that the hiring
17 slowdown (where all vacant positions have had to go to the Governor's Office of Planning and
18 Budget for approval), has been lifted.

19
20 Dr. Vaughn Vandegrift (Provost): Dr. Vandegrift reported that in addition to the 2.5% budget cut
21 for this fiscal year, we still don't know about the fiscal 2003 budget. Faculty searches should
22 continue and he will let search chairs know if their search is impacted by that budget cut. With
23 Nancy Shumaker, he visited Ingolstadt, Germany to sign an exchange agreement with the
24 Fachhochschule Ingolstadt. Because this is a technical university, the exchange opportunities
25 will be primarily for business and engineering students. Finally, he reported that the second issue
26 of the Academic Affairs newsletter has come out. This newsletter is intended to provide
27 communication from the Dean's Council and Provost to the faculty. He asked that faculty e-mail
28 suggestions for future newsletter topics.

29
30 Dr. Linda Bleicken (Vice-President for Student Affairs): Dr. Bleicken thanked faculty for their
31 assistance in administering the ACT student opinion survey. The results are expected in early
32 spring. She also encouraged faculty to participate in Web training for WINGS. The electronic
33 submission of grades should streamline things for faculty and make grade records more accurate.

34
35 Dr. John Brown (COBA) asked Dr. Bleicken how we are doing on student retention. Dr.
36 Bleicken responded that 5% more freshmen admitted last fall returned this fall. Retention rates
37 were also up for the other classes.

38 39 **12. Announcements from the Floor**

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41 None.

42 43 **13. Adjournment**

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45 A motion was made to adjourn at 4:45pm. It was passed.