

**Georgia Southern  
University Faculty Senate  
Meeting**

August 25, 2021 | 4:00 – 6:00 p.m.

Zoom Link for Non-Voting Attendees:

<https://georgiasouthern.zoom.us/j/92447726513>

Zoom Link for Panelists will be sent out on Monday, August 23, 2021

**Pre-Meeting Notes:**

- 1) Read all reports, motions, and discussions included in this agenda *before* the meeting.
- 2) Be able to access copies during the meeting. Copies will not be shown online during meetings.
- 3) To allow everyone a chance to participate, and to conduct the meeting in a timely manner, please limit yourself to two talking points per item. No talking point should exceed two minutes.
- 4) Faculty Senate meetings this year will be virtual. The meeting starts promptly at 4pm, which means everyone should be online by that time. The meeting space will be open with IT staff available 30 minutes prior to the starting time to help with any technical issues you may have prior to the meeting.
- 5) This meeting will be run as a virtual Video Webinar through Zoom with all Senators and select administrators as Panelist.
- 6) Senators and invited guests must join with video with full name and college affiliation. Video should be on when speaking.
- 7) As a Senator, if you cannot attend, it is your responsibility to confirm a substitution with the Alternates from your college. The name and email address of the alternate must be provided to the Faculty Senate Office 48 hours prior to the meeting to ensure that they receive the appropriate link to sit on the panel and vote.
- 8) Alternates may vote only if they are representing another Senator.
- 9) Please raise your hand via the link at the bottom of the Zoom webpage to be recognized to speak.
- 10) All Faculty Senate meetings are recorded.
- 11) All submissions to the *Chat box* will become part of the official minutes of the meeting.
- 12) Edited Minutes will be distributed.

**AGENDA**

<b>4:00</b>	<b>I. CALL TO ORDER</b>
<b>4:01</b>	<b>II. APPROVAL OF AGENDA</b> (Pages 1-2)
<b>4:02</b>	<b>III. APPROVAL OF THE MINUTES</b> / May 14, 2021 (Konkle, Senate Secretary 2020-2021) [Pages 3 – 16]

<p><b>4:05</b></p>	<p><b>IV. REPORTS</b>  <b>A. Enrollment and the Coming Demographic Cliff</b>  (Lingrel, VP Enrollment Management)</p>
<p><b>4:35</b></p>	<p><b>V. FACULTY SENATE EXECUTIVE COMMITTEE REPORT</b>  <b>A. REQUEST FOR INFORMATION</b>  i. CIP data from Segal Consulting – Shank (Page 17)  ii. Issues with Academic Schedule, Fall 2021 -- Munkasy (Page 19)</p>
<p><b>4:40</b></p>	<p><b>B. DISCUSSION ITEMS</b>  i. Faculty Senate Bylaws Revision Article III (Botnaru, Co-Chair) [Pages 22 – 33]</p>
<p><b>5:00</b></p>	<p><b>VI. PRESIDENT’S REPORT</b> (Dr. Kyle Marrero, President)  <b>A. Question and Answer Period</b></p>
<p><b>5:30</b></p>	<p><b>VII. PROVOST’S REPORT</b> (Dr. Carl Reiber, Provost, VPAA)</p>
<p><b>5:45</b></p>	<p><b>VIII. ANNOUNCEMENTS AND UPDATES</b></p>
<p><b>6:00</b></p>	<p><b>IX. ADJOURNMENT</b></p>

**Georgia Southern University Faculty Senate Meeting**  
**May 14, 2021 | 4:00–6:00 p.m.**

**EXECUTIVE SUMMARY:**

The meeting was called to order at 4:00 PM.

The Senate approved the Agenda and Minutes.

The Senate heard a report on how the revised CDC Guidelines will affect the University community for both summer and fall courses.

The Senate approved the Librarian's Report. The Senate heard reports from the General Education and Core Curriculum Committee, the Undergraduate Committee, and the Graduate Committee, and approved the curriculum changes passed by the Undergraduate and Graduate Committees.

The Senate discussed and passed a Motion on the Non-Tenure-Track Pathway to Promotion.

The Senate heard a report from an SGA representative. The Senate heard a report on the USG's Post-Tenure Review guidelines and the budget report.

The Senate heard and approved Motions on: Faculty Search Portal, the Faculty Senate Inclusive Excellence Report, a Senate Inclusive Excellence Committee, and changes to the Bylaws Articles I and II.

The Senate discussed Discussion Items on the Armstrong Campus Climate Committee's findings and the revisions to Bylaws Article III.

The Senate heard brief reports from President Marrero and Provost Reiber.

The meeting was adjourned at 6:00 PM.

**MINUTES**

**Officers in Attendance:** Trish Holt (President), Amanda Konkle (CAH, Secretary), Barbara King (CBSS, Librarian), Cary Christian (CBSS, President Elect), Helen Bland (JPHCOPH, Parliamentarian)

**Senators in Attendance:** Lisa Costello (CAH), Finbarr Curtis (CAH), Bill Dawers (CAH), Katherine Fallon (CAH), Christopher Hendricks (CAH), Carol Jamison (CAH), June Joyner (CAH), Leticia McGrath (CAH), Kendra Parker (CAH), Jeffrey Riley (CAH), Solomon Smith (CAH), Robert Terry (CAH), Josh Kennedy (CBSS), Addie Martindale (CBSS), Wendy Wolfe (CBSS), Karelle Aiken (COSM), Yi Hu (COSM), Ionut Emil Iacob, Jim LoBue (COSM), Cathy MacGowan (COSM), Justin Montemarano (COSM), Traci Ness (COSM), Nathaniel Shank (COSM), Abid Shaikh (COSM), Divine Wanduku (COSM), Andrew Hansen (JPHCOPH), Haresh

Rochani (JPHCOPH), Barbara Ross (Liberty), Jessica Garner (LIB), Cheryl Aasheim (PCEC), Rocio Alba-Flores (PCEC), David Calamas (PCEC), Rami Haddad (PCEC), Chris Kadlec (PCEC), Omid Ardakani (PCOB), Lowell Mooney (PCOB), Diana Botnaru (WCHP), Sheri Carey (WCHP), Katrina Embrey (WCHP), Chris Hanna (WCHP), Joshua Kies (WCHP), Kari Mau (WCHP)

**Alternates in Attendance:** Dolores Rangel (CAH), Thresa Yancey (CBSS) for Mike Nielsen, Kara Bridgman Sweeney (CBSS) for Nancy McCarley, Kip Sorgen (COE) for Fayth Parks, Duc Huynh (COSM), Tanesha Osborne (COSM) for Amy Potter, Linda Kimsey (JPHCOPH), Ann Fuller (LIB), Elizabeth Rasnick (PCEC) for Felix Hamza-Lup, Timothy Cairney (PCOB), Manouchehr Tabatabaei (PCOB), Mary Estelle Bester (WCHP) for Susan Hendrix

**Senators not in Attendance:** Grant Gearhart (CAH), Amanda Hedrick (CAH), Nancy McCarley (CBSS), Mike Nielsen (CBSS), Eric Silva (CBSS), Nedra Cossa (COE), Lucas Jensen (COE), Dee Liston (COE), Nancy Remler (COE), Fayth Parks (COE), Christine Bedore (COSM), Amy Potter (COSM), Jeffrey Secrest (COSM), Robert Yarbrough (COSM), Jennifer Zettler (COSM), William Mase (JPHCOPH), Kristi Smith (LIB), Felix Hamza-Lup (PCEC), Clint Martin (PCEC), William Amponsah (PCOB), Mark Hanna (PCOB), Jake Simons (PCOB), Bill Yang (PCOB), Ellen Hamilton (WCHP), Susan Hendrix (WCHP), Christy Moore (WCHP)

**Participating Administrators:** Kyle Marrero (President), Carl Reiber (Provost), Amy Ballagh (Enrollment Management), Rebecca Carroll (HR), Maura Copeland (Legal Affairs), Brian DeLoach (Medical Director), Denise Gabara (HR), Cynthia Groover (Provost's Office), John Lester (VP University Communications), Carol Lightle (HR), Scott Lingrell (VP Enrollment Management), Shay Little (VP Student Affairs), Christine Ludowise (Provost's Office), Vickie Shaw (HR), Amy Smith (Enrollment Management), Ron Stalnaker (Chief Information Officer), David Walker (IT), Rob Whitaker (VP Business and Finance), TaJuan Wilson (AVP Inclusive Excellence)

**Guests:** Megan Small (Faculty Senate GA), Joanne Chopak-Foss (Chair, Undergraduate Committee, JPHCOPH), Meca Williams-Johnson, Stuart Tedders (JPHCOPH), Alexis Belvin (SGA)

**Attendees:** Dustin Anderson, Annalee Ashley, Ahmet Akturk, Barry Balleck, Scott Beck, Brenda Blackwell, Yasar Bodur, David Bringman, Brigitte Brinton, Donna Brooks, Suzanne Carpenter, Ashley Colquitt, Kelly Crosby, Amber Culpepper, Chris Curtis, Janet Dale, Sean Devine, Kristen Dickens, Nikki DiGregorio, Karin Fry, Ken Gassiot, Delena Bell Gatch, Michelle Haberland, Helena Hernandez, Melissa Joiner, Will Lynch, Delana Gajdodisik-Nivens, Marshall Ransom, Brenda Richardson, Ashraf Saad, Trina Smith, Trina Smith, Jennifer Syno, Patrick Wheaton, Wendy Woodrum

## **I. CALL TO ORDER**

Trish Holt (FS President, COE) called the meeting to order at 4:00 PM.

## **II. APPROVAL OF AGENDA**

Cheryl Aasheim (PCEC) moved to approve the agenda for the May 14, 2021 meeting. Barb King (CBSS) seconded.

## **III. APPROVAL OF THE MINUTES, April 29, 2021, KONKLE (CAH), SENATE SECRETARY**

Cheryl Aaseheim (PCEC) moved to approve the minutes of the April 29, 2021 meeting. Jim

LoBue (COSM) seconded. There was no discussion. The minutes were approved.

#### **IV. 2020-2021 Faculty Senate Accomplishments**

Trish Holt thanked all who served on Faculty Senate this year. She especially appreciated the Senators' patience and flexibility in creating a new format for these meetings while maintaining Robert's Rules of Order and voting in real-time while complying with Georgia's Open Records law. She also commended Senators for their flexibility in teaching and adapting to pandemic life.

She reviewed what Faculty Senate has accomplished this year. We have seen 16 motions and we've passed the SGA-Faculty Senate Joint Resolution supporting the implementation of diverse faculty hires, a Motion to change the waitlist time, and a Motion to Counter Discrimination on our Campuses. We have also addressed 16 Discussion Items and 12 Requests for Information.

Trish Holt spoke to opportunities she experienced to grow and learn and spoke to her delight in turning the reins over to Cary Christian as the Faculty Senate President. She thanked the incoming Senate Officers: Bill Dawers as President-Elect, Jennifer Kowalewski as Secretary, and Robert Terry as Librarian.

We will be losing Past-President and Parliamentarian Helen Bland, who will be returning to her college after four years on Senate.

She thanked IT and David Walker for their support.

#### **REPORTS**

##### **A. Revised CDC Guidelines (Dr. Marrero and Dr. Brian DeLoach)**

Dr. Brian DeLoach provided a vaccine update. Two more second dose pods are scheduled at the RAC. Starting next week, new first doses will be provided in the Health Center on the Statesboro campus (Wednesdays, Moderna; Thursdays, Johnson and Johnson). If demand returns to a high level, additional large vaccine distribution events will be scheduled. The SouthCoast open POD is still open in the Armstrong Center. When that site closes, vaccine will be provided in the Health Professions Building on the Armstrong campus.

Dr. DeLoach anticipates mass vaccine events on the Statesboro and Armstrong campuses to give students a chance to get vaccinated during the first or second week of fall term, with ongoing vaccine distribution on a smaller scale through the Health Center and Health Professions Building. We continue to strongly encourage everyone on campus to get vaccinated. Appointments will continue to be scheduled via the myGS portal. President Marrero added that the CARES notification team will also continue its work.

President Marrero reported on the updated guidance from the University System and the CDC's updated face coverings guidelines that went out via email on the afternoon of May 13. There are some parts of this that are up to the University's interpretation. The Governor's update on May 1 changed social distancing to suggested/encouraged rather than required. That led to changes to commencement as well as some changes to classroom caps.

The biggest change is the sunset of ADA accommodations based on medically at risk personnel on June 30, 2021. Any faculty that currently have summer teaching

assignments that extend beyond June 30 can continue to operate under a modified assignment. Fall accommodation requests will return to pre-Covid accommodation requirements. Flex work or telework arrangements will also sunset June 30. That does not mean that flex work will be eliminated in areas that have found that these arrangements are more efficient, but that the arrangements will be made based on pre-Covid guidance. According to the USG guidance, "Lack of vaccination is not grounds for a request for accommodation."

In the words of a USG statement, "USG institutions will strongly encourage but not require covid-19 vaccination for faculty, students, and staff."

Masks and social distancing are not mandated but strongly recommended on our campuses. Signage will be updated over the coming weeks. Additional updates to the guidelines are anticipated for June 1.

Trish Holt thanked Dr. DeLoach and the hundreds of others who provided guidance, worked for the CARES team, and provided vaccinations.

Andrew Hansen (JPHCOPH) spoke on the vaccine PODs. He thanked Brian DeLoach for leading each and every POD, from a faculty and volunteer perspective. About 23% of doses administered in Bulloch County have been delivered at GS PODs. He thanked Jessica Schwind, Katie Twining, Laura McCullough, Ron Stalnaker, John Lester, Catherine Gilbert, Stuart Tedders, Maura Copeland, Samuel Robinson, Erick Reiner, Derek Davis, Christopher Davis, and Holly Richmond, for assembling a team, which included several faculty senators, to deliver vaccines. The nursing faculty, staff, and students traveled between campuses to deliver vaccines and made the vaccine distribution possible. Dr. Jessica Schwind also ensured every aspect of the PODs was accounted for. He thanked both Dr. Schwind and Dr. DeLoach for consulting with volunteers. Many thanks were shared in the chats as well.

Katherine Fallon (CAH) extended thanks and asked how many doses have been administered. Dr. DeLoach estimated just over 7000 doses.

#### **IV. LIBRARIAN'S REPORT, May 7, 2021, KING (CBSS), FACULTY SENATE LIBRARIAN**

Barb King submitted the Librarian's Report for informational purposes. Cheryl Aasheim (PCEC) moved to approve. Chris Kadlec (PCEC) seconded. The report was approved.

##### **A. Graduate Committee / April 8, 2021 (Konkle, member)**

The Graduate Curriculum Committee met for its final meeting of the academic year on April 8<sup>th</sup>. At this meeting there were submissions from 7 colleges and the following were approved: 27 program revisions, 1 program deleted/inactivated, 13 new courses, 102 course revisions (primarily related to adding the mission statements and student learning outcomes into the CIM system), and 45 courses deleted/inactivated.

Chris Kadlec (PCEC) moved to approve. Barb King (CBSS) seconded. The report was approved.

**B. Undergraduate Committee** / April 13, 2021 (Chopak-Foss, Chair)

Joanne Chopak-Foss reported on the April 13 meeting, at which the committee heard 185 items: 28 new courses, 3 new programs, 48 course revisions, 62 program revisions, 7 revised minors, 15 new concentrations, and there were 22 courses inactivated. They also approved comprehensive report for one program.

Jim LoBue (COSM) seconded. The report was approved.

**C. General Education and Core Curriculum Committee** / April 23, 2021 (Curtis, member)

Finbarr Curtis (CAH) reported on the April 23, 2021 meeting. They approved revisions to one course. They discussed what to do with the work of the various subcommittees and suspended their work pending additional guidance from the USG on the Core redesign.

Cheryl Aasheim (PCEC) seconded. The report was approved.

## **V. REPORTS**

**A. SGA Report** (Alexis Belvin, Incoming President)

The SGA President's Cabinet's meeting to begin planning is on Monday, May 17. They will be finalizing the SGA Inclusive Excellence Action Plan. They are also discussing solicitations for donations for Gus's Garments. If you have any clothing items for donation please bring them by the SGA office on either campus. Please notify Nichole or David before coming to ensure someone is in that particular office (David Eller, SGA Advisor: [deller@georgiasouthern.edu](mailto:deller@georgiasouthern.edu), Nichole Thompson, SGA GA: [nt04013-sw@georgiasouthern.edu](mailto:nt04013-sw@georgiasouthern.edu)). All of the proceeds for Gus's Garments go to the Eagles for Eagles fund. They are currently in need of as many donations as possible to open up Gus's Garments next semester.

They will also be updating their Election Guidelines and working on approving their amended Bylaws.

**B. USG Post-Tenure Update** (Reiber, Provost's Office)

Provost Reiber reported on the October 13, 2020 modifications to USG Academic Affairs Handbook. Part of what was modified was 5-year reviews. Georgia Southern's policy had been to ignore the 5-year review if someone announced a retirement within 5 years, making it possible to go 9 years without a major review. The USG now insists on the 5-year review. They will grandfather anyone who has already notified them that they plan to retire, but from this point

forward, 5-year reviews will need to occur every 5 years. Individuals can push this back one year as part of Covid adjustments.

### C. **FY 2022 Budget Report** (Stalnaker, CIO)

The budget is divided according to sources and uses. The university modeled a \$2.29 million reduction; we got cut \$1.76 million. We received a \$300,000 performance recurring bonus as an institution because of efforts to return to campus and provide a face-to-face environment. We received increases in maintenance and operation funds based on square footage calculations due to new buildings opened. Savings were found in central fringe pool. After the reductions, we think we have about \$2.1 million to invest. We had \$1.5 million recurring business costs to cover, including 4 faculty returning from grant funding, funding the Inclusive Excellence Office, 1 new faculty position in nursing, 4 staff returning positions that were held in previous budget cuts, and \$517,000 for promotion and tenure recurring. \$600,000 remain to prioritize, which will be invested in equity adjustments based on the previous report.

President Marrero reiterated that the 5 Academic and 5 Staff lines are in the budget prioritization. Four of the academic positions were grant-funded positions that were returning to Georgia Southern to fund. The only new position is nursing. The staff lines had also been moved into “soft funding” to get them through the year, and so moved them back into regular funding. We haven’t been able to give any raises for two years, so the remaining money will be used for some faculty and staff salary adjustments.

Segal Consulting will be renewing that study in 2021 numbers and will be ready in late fall/early spring to establish long-term goals.

We had \$2.5 million to invest. The performance funding was given because we had one of the best mixes of online and face-to-face courses. We are one of the few institutions that received that recurring performance funding.

## VI. **FACULTY SENATE EXECUTIVE COMMITTEE REPORT**

### A. **MOTIONS**

#### 1. **Faculty Search Portal** (Liston, SEC)

Trish Holt shared the motion in Dee Liston’s absence.

**Motion:** Georgia Southern will use an electronic repository to manage faculty applications.

Currently when a staff member search is underway, all the documents are shared electronically. Faculty searches share hard copy documents.

Rebecca Carroll and Denise Gabara (Director, HR Operations) shared a presentation. They have been using this Careers unit for close to a year. The



benefits are: reducing paper, centralizing data to be able to do metrics and generate reports, and improved experience, reduced compliance risk . This is integrated with oneUSG. This is also compatible with mobile devices.

This does not take the place of Business Processes; this is only a supportive tool. You can create and manage job openings, enter and manage applicant information, manage job postings, and search for job openings and applicants, screen applicants, route applicants, manage applicant interviews, manage offers, and prepare applicants for hire (e.g., background checks and equifax as well as direct input into oneUSG). There will be a chain of approvals.

Budget is done outside of this program.

Search information is also stored and available in the event of an audit. Different types of files can be uploaded into this system as well.

Diana Botnaru (WCHP) asked where the system for hiring faculty would be housed, if it would be in Human Resources or the Provost's Office. Provost Reiber answered that the portal would be through HR, but all of the pathways would be through Academic Affairs. The Approval Process would go through Academic Affairs. This will require outlining the chain for each department and college. Once someone has accepted a position, it will go through HR to go through the typical hiring process. Most of the steps have to do with compliance and budget review before the position goes to the search committee.

Barbara Ross (Liberty) reported that she has served on a staff search and stated that the paperwork process was a little more difficult through this system. Rebecca Carroll clarified that this was implemented in July 2020. She stated that they intend to pull a diverse group of faculty together in order to be able to work to streamline the process for faculty.

Provost Reiber added that Diana Cone and Cindy Groover were briefed by Rebecca's team and are waiting for a Senate decision on this prior to a rollout where faculty, department heads, deans, and staff are engaged to review the portal, steps, and process in order to make this as user friendly as possible. With these steps in mind, this would not roll out for about a year.

Ann Fuller (LIB) spoke to her experience with faculty and staff searches. She reported that a few steps were more complicated than PeopleServe, but a formal system seems to be a more professional appearance from the applicants' point of view.

Ann Fuller (LIB) moved for Georgia Southern University to use an electronic repository for faculty hiring. Cheryl Aasheim (PCEC) seconded. 52 approved, no opposed, one abstention.

**2. Faculty Senate Inclusive Excellence Plan** (Holt, FS President)

**Motion:** Approve the Faculty Senate Inclusive Excellence Plan.

Trish Holt reported that this plan includes input from a number of the Senate standing committees, which is on page 130 of the Agenda. This includes a total of 24 actions. Seven of these have already been completed are in place (most ongoing). Ten of them are roles in which the faculty senate is supporting other units, such as allowing time for reports or approving courses with an Inclusive Excellence component. The timeline for implementing this plan extends until the Fall of 2024.

Andrew Hansen (JPHCOPH) moved to bring this to the floor. Finbarr Curtis (CAH) seconded.

There was no discussion. 46 in favor, no opposed, 3 abstained. The motion passed.

**3. Faculty Senate Inclusive Excellence Committee** (Botnaru, SEC)

**Motion:** New Faculty Senate Inclusive Excellence Committee

Diana Botnaru (WCHP) moved to bring this to the floor for discussion. Cheryl Aasheim (PCEC) seconded.

Trish Holt stated that for this motion to pass to bring a new committee forward, we should consider that the Faculty Senate Inclusive Excellence plan calls for discussion about whether a new committee is needed in the fall, with a committee formed in the spring. This motion would jump directly to forming this committee. To form this committee the Bylaws would need to be amended in the fall.

Diana Botnaru stated that two new committees were voted on by the Senate in 2017--Student Success and Facilities Planning. The Bylaws subcommittee cannot create a new committee.

Diana Botnaru stated that the Inclusive Excellence Plan is a multi-year plan. The Inclusive Excellence Plan also took a lot of work and was difficult for Senate to develop. The model of the Staff council, who had one committee leading this work, was held up to emulate. This committee would serve as a reporting body for other committees to report their work. This body will keep the pulse on what is happening with this plan and coordinate with other committees on the Faculty Senate, and ensure that we are doing what we committed to in the Inclusive Excellence Plan.

Andrew Hansen (JPHCOPH) asked for clarification on the point Diana Botnaru made about this being a separate committee. She clarified that this would be a standing committee of the Faculty Senate, not an ad hoc committee, separate from the other standing committees, and would allow for one committee to see the big picture of the entire Senate plan.

Helen Bland (Past President) said that we could vote on adding an existing standing committee. It is a change to the bylaws and takes a  $\frac{2}{3}$  vote to pass.

Rami Haddad (PCEC) asked if it needs to be a standing committee as opposed to an ad hoc committee. Diana Botnaru added that Inclusive Excellence is a strategic pillar. Rami Haddad clarified that there are a number of committees that feed into strategic planning. Diana Botnaru said these committees are at the department or college level, as opposed to focused on the Faculty Senate plan.

The Inclusive Excellence plan that was just approved does include different members from various committees rather than just one committee, such as reviewing syllabi for inclusive excellence statements, Trish Holt said. This committee would be focused on making sure the Inclusive Excellence plan is implemented, since many of the standing committees are already taxed with a number of charges.

Barbara King (CBSS) added that when you review standing committees of the Faculty Senate at other universities, this is a common element.

Leticia McGrath (CAH) spoke from the Faculty Welfare Committee's perspective, saying that they agree that it would be helpful to have a committee to go to with questions.

Helen Bland (Past President) stated that in December 2019, after the book burning, the Faculty Senate voted to charge each standing committee to include Inclusive Excellence work in each of those committees. She is not opposed to a separate committee, but the standing committees already have that charge.

Bill Dawers (CAH) asked if we could discuss the composition/membership of this committee more in the future. The composition is senators and alternates, which might not result in a very diverse pool of individuals in this committee. Trish Holt clarified that individuals with expertise can be brought into any committee, while still ensuring that we don't want to overtax anyone. Diana Botnaru clarified that the membership includes elected officials from each academic unit in addition to senators and alternates.

A vote took place, with 49 in favor, no opposed, no abstentions. The Motion passed.

#### **4. Faculty Senate Bylaw Revisions Articles I and II (Botnaru, co-chair)**

**Motion:** To approve Revisions to Bylaws Articles I and II.

These revisions were discussed as a discussion item at the last meeting. Cheryl Aasheim (PCEC) moved to accept. Leti McGRath (CAH) and Jim LoBue (COSM) seconded.

There was no discussion. 45 approved, no opposed, no abstentions. The motion passed.

#### **B. DISCUSSION ITEMS**

##### **1. Armstrong Climate Committee Report (Dawers, chair)**

Bill Dawers (CAH) spoke to this report. This ad hoc committee was created about a year ago and has been discussing different ways to improve the level of engagement and improve faculty morale on the Armstrong campus along with attention to staff and student issues.

Lisa Sweeney has been working specifically on engagement on the Armstrong campus with a robust club sports program. Trish Holt has organized a meeting about reinstating Armstrong Celebrate day and reviving some other Armstrong traditions. This group also called for some sort of forum so that faculty can get a sense of the experiences of faculty on other campuses. We need to discuss consolidation as ongoing rather than in the present tense.

Diana Botnaru (WCHP) stated that she heard comments and saw comments in the engagement survey about loss of identity and history of the Armstrong campus. She asked if this committee discussed potentially creating space where that history can be collected. She suggested a possible experiential learning opportunity for students. Bill Dawers answered that Lisa Sweeney is actively working on bringing back some visual recognition of the Armstrong sports program. There are things that we could do and that needs to be an ongoing discussion about bringing back some of the history. A bit of the identity problem is asking where something like that would be. We can bring some of that identity back without hurting the overall university while allowing us to reconnect with alums and community members who remember Armstrong.

Trish Holt saw sales of Armstrong themed Georgia Southern graduation t-shirts at the Savannah graduation.

Chris Hendricks (CAH) spoke to saving the past. In the summer of 2018, Drs. Alena Pirock and Kurt Knoerl received summer research funds to begin planning an extensive exhibit for the entry of Burnett Hall to lead into what became the

Alumni Office suite. The preliminary plans were impressive, including exhibit cases and interpretive banners covering the entirety of Armstrong's history. In the fall, Knoerl's Material Culture class identified, collected, and conserved artifacts. In the spring term Pirock's Museum Studies students worked to design the displays and interpretive narrative. There was a budget for display cases. The plans progressed to the point where the stain color on the cases went forward for approval. Then the rebranding began. At that point someone in the previous administration decided to end the project. The students scaled back their designs substantially to a small fraction of the original scheme and the final product is on display in the two small cases Anne Fuller mentioned in an out-of-the-way corner of Lane Library. I believe at least two banners were produced but never displayed.

Ann Fuller (LIB) stated that those cabinets in the library are wonderful. She also stated that reinstating Celebrate would go to reinstating a sense of community. Trish Holt stated that she has been reading Janet Stone's book on Armstrong's history, with Armstrong joining the USG on October 10. She thought this might be able to be named as a celebration of Founder's Day or something similar.

Kara Bridgman-Sweeney (CBSS) thanked this committee for their work. One of the recommendations that stood out to her was reaching out to alumni and retired faculty to bring back that connection to individuals who have a sense of place at the campus to build back those community relationships.

## **2. Faculty Senate Bylaws Article III (Botnaru, co-chair)**

Diana Botnaru led the discussion of changes to Article III of the Bylaws. The voting will be deferred to August.

Changes were discussed item by item. Changes to Section 1 were to clarify the difference between elected members and officers and their opportunity to vote in the SEC. Only Senators are able to become officers. This was already in the Bylaws but added to this section for clarity.

Helen Bland stated that some of the proposed changes would conflict with the Statutes. She's wondering if we need to change the Statutes first before we make the changes to the Bylaws. Diana Botnaru stated that nothing in the changes suggested goes against the Bylaws. This change does not make changes to the membership. The membership is outlined in the Statutes and cannot be changed without the Statutes being changed. The changes have been checked with Maura Copeland in Legal Affairs to check whether these bylaws contradict the Statutes.

Cheryl Aasheim (PCEC) asked if we could assume that everyone has read the comparison and move to discussion of any issues that people might have issue with in the interest of time.

Andrew Hansen (JPHCOPH) stated that any discussion here will have to be relayed to new Senators, and so this discussion will need to happen again in August before a vote is taken.

Diana Botnaru asked for questions on each section's proposed changes. She spoke to Section 4's changes, because there were no statements outlining the duties of the Senate President in the Bylaws previously. These are not new duties, just a statement of the duties. Section 5 clarifies the functions of the SEC. She called attention to a change to ensuring that standing committees decide and put in their minutes their charge at the beginning of the academic year and the addition of a Senate Parliamentarian who focused on Robert's Rules of Order. This had been replaced with the position of Past President. This change can come up to discussion with Section 7. Section 6 clarified the responsibilities of the President-elect, with the change that the President-elect can start attending meetings with the President in spring semester before the Presidential term begins. Section 7 deals with the responsibilities of the Past President. This is a discussion that the Senate needs to have. Some of the issues are that it has potential implications for those who serve in this role to be committed to 4 years of service. President-elect has to serve for one year before election, have 2 years left on their term, then serve as President for a year and Past President for another year. The committee discussed whether this is affecting the willingness of people to serve.

Helen Bland asked for a motion to extend the meeting to 6:15. Bill Dawers (CAH) moved. Josh Kennedy seconded. 39 approved, no opposed, no abstentions. The meeting was extended to 6:15 PM.

Section 8 clarifies the duties of the Senate Secretary to add minutes for SEC meetings. Section 9 clarifies the duties of the Senate Librarian and adds elements about how elections are held. There was a question about the Advisory Council to the Provost and Academic Affairs. Roles and functions for the Senate Parliamentarian are outlined here, along with the note that the Parliamentarian does not have to be a Senator. Section 10 suggests rethinking the terms of the Senate President so that someone could decide to run in their second year and be Senate President after their Senate term ends. She clarified that the Senate President doesn't have a vote unless there is a tie in the vote or in the SEC. Colleges lose a vote when one of their Senators becomes President. Section 12 changes clarify what happens if there is a vacancy in an officer position. The Bylaw revisions would allow a President-elect to fill in for a resigned President and then serve their full elected term.

Trish Holt thanked this subcommittee for their work.

There was no further discussion.

## **VII. PRESIDENT'S REPORT (Dr. Kyle Marrero, President)**

President Marrero reported that his office has reviewed the articles and there will be a need for the Statutes to be reviewed, but they can follow the Senate's lead and thanked the team. He thanked the Armstrong climate team. He added that the next phase of renovations to the Armstrong athletic center is fully funded and will include an athletics hall of fame.

President Marrero reported on summer enrollment, which is up 4.2% head count and 2.4% credit hours. The goal for fall enrollment is 27,500, which would be up about 500 head count. All campuses are experiencing growth.

He enjoyed 6 commencement ceremonies, where 4200 degrees conferred, as the result of record 4 and 6-year graduation rates.

The Board of Regents met on Tuesday, May 11, about the Chancellor Search and decided to continue the search. A new search firm is being hired to replace the search firm that has resigned. They intend to appoint a new chancellor by June 30, but will assign an interim if no chancellor is hired.

President Marrero thanked the Senators for leadership through this semester and congratulated the newly elected officers.

## **VIII. PROVOST'S REPORT (Dr. Carl Reiber, Provost)**

Provost Reiber reiterated thanks to faculty in a challenging year. A regent was impressed with how Georgia Southern came through the pandemic and that \$300,000 recurring money was hard-earned by the faculty and staff at the university. Commencements were a lot of fun to see students and their families graduating.

He is on the System Gen Ed committee, and things are paused until the Chancellor search is finished and leadership is clarified. This committee will meet on May 21.

Trish Holt asked for a GA to help with faculty senate work this summer and that was funded.

The committees that have been set up for fall reopening will continue their work through the summer. These committees include Senators, chairs, and deans. Be sure that faculty funnel concerns and suggestions through those committees. Updates continue to arrive and those are continually integrated into the plans for moving forward. Faculty are encouraged to keep an eye on emails in July requesting input and comments, even if they are off contract on the summer, so

that they can contribute to the plans for fall reopening. Also keep ideas about the history of Armstrong and Armstrong climate to Bill Dawers' committee as those conversations are also ongoing.

#### **IX. ANNOUNCEMENTS AND UPDATES**

Trish Holt thanked all meeting attendees for their participation in the meeting and officially turned Senate leadership over to Cary Christian.

#### **X. ADJOURNMENT**

Chris Kadlec moved to end the meeting; a number of Senators seconded. The meeting was adjourned at 6:00 PM.



## Senate Executive Committee Request Form

SEC via campus mail: PO Box 8033-1

E-Mail: [fsoffice@georgiasouthern.edu](mailto:fsoffice@georgiasouthern.edu)

Standard View

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**Request for Information**8/6/2021 **SHORT TITLE:****(Please provide a short descriptive title.)**

CIP data from Segal Consulting.





**QUESTION(s):****(Please state your request or requests in question form as concisely as possible.)**

Question:

Can the complete CIP data be provided to faculty and staff and displayed within MyGeorgiaSouthern as was done in previous years?

**RATIONALE(s):****(Please explain why this issue is one of general concern for the Faculty Senate or for the University and not a matter concerning only an individual college or administrative area. Please note what other, if any, attempts you have made to garner this information before submitting this request to the Faculty Senate.)**

Current and future salary adjustments are, at least in part, based on this data. All faculty and staff should be provided data/information that relates to their current and future pay. This information should always be made available for faculty/staff, without request. Requests were made to the Provost Office for this information and were denied..

**If you have an attachment, press the button below to attach to form and send.** Click here to attach a file Click here to attach a file Click here to attach a file Click here to attach a file

SUBMITTED BY:

pchristian

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**is a tool not for debate but solely for information exchange. Redundant and contentious submissions will not be accepted.**

**Note to faculty users: Double-check your data before submitting, because the data cannot be edited afterward**

### SENATE EXECUTIVE COMMITTEE ACTION

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8/13/2021 

Response:

Approved 

Executive Committee Response:

This RFI was forwarded to Provost Carl Reiber for a response. The response was as follows: The 2021 Faculty Salary Study conducted by Segal compared faculty by CIP code and rank to peer median. Using the funding available for salary increases, faculty salaries were adjusted to 83.995% of peer median. Segal reported the information by individual faculty, not by CIP and rank. Deans and department chairs were provided the data for each faculty member in their unit and faculty were instructed to work with their chair and dean if they had questions.


## Senate Executive Committee Request Form

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E-Mail: [fsoffice@georgiasouthern.edu](mailto:fsoffice@georgiasouthern.edu)

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**Request for Information**8/10/2021 **SHORT TITLE:****(Please provide a short descriptive title.)**

Issues with Academic Schedule, Fall 2021

**QUESTION(s):****(Please state your request or requests in question form as concisely as possible.)**





Question:

What was the rationale to change the Fall 2021 academic schedule from what it has been for 20+ years? Who was consulted and who was part of the decision-making process to change from the traditional Fall academic schedule? Was the effect on Labs considered as part of the decision to change the traditional Fall academic schedule? What studies were found that this academic schedule would improve student academic success?

**RATIONALE(s):**

**(Please explain why this issue is one of general concern for the Faculty Senate or for the University and not a matter concerning only an individual college or administrative area. Please note what other, if any, attempts you have made to garner this information before submitting this request to the Faculty Senate.)**

Having asked other faculty, the Department Chair, and College Dean the only answer given to the above questions is that this academic schedule would somehow help facilitate student academic success. As I work on my academic schedule, I am confronted by logistical and academic testing fairness and integrity issues. For example, either a Wednesday to Tuesday lab schedule is implemented, or 2 weeks of lab (1st week and last week) are lost compared to the traditional academic schedule. Second, I am concerned about academic testing fairness and integrity. I teach 2 sections of the same class. Based on the final exam schedule, class A will take their test at 7:30 am on December 2 and class B will take their test at 3:00 on December 7. Therefore, class B will have 5 days, including a weekend of extra study time than will class A.

**If you have an attachment, press the button below to attach to form and send.** Click here to attach a file Click here to attach a file Click here to attach a file Click here to attach a file

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## ACCEPTABLE USE POLICY

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## SENATE EXECUTIVE COMMITTEE ACTION

8/13/2021

Response:

Approved

### Executive Committee Response:

This RFI was forwarded to Provost Carl Reiber for response. The response provided was as follows: Re: Issues with Academic Schedule, Fall 2021 The intention for creating mid-week starting points (here and elsewhere) is to create a common university-wide introduction to campuses that addresses the needs of a diverse student body. Largely, this was focused on Freshmen engagement and retention, which was intended to realign the balance between social and academic events. The longer orientation period should provide opportunities to more fully participate in and prepare for community, social, co-curricular, and academic elements of university life. The mid-week starting point further allows all students an opportunity to make use of campus offices before the official start of term (on Monday and Tuesday) whereas they were able to do only on or after the first day of classes before. The University Calendar Committee is responsible for planning the academic calendar. This committee is composed of the Provost as chair, two members of the Deans' Council, the Registrar, the Vice President for Business and Finance or designee, the Vice President for Student Affairs & Enrollment Management or designee, the Vice President for University Advancement or designee, one elected faculty member from each college and the Library, and a student appointed by the SGA. The majority of the committee members come from our colleges (see: <https://president.georgiasouthern.edu/committees/calendar/>). This committee creates the academic calendar 3 years in advance, and reviews and approves the academic calendar a year in advance. This calendar was reviewed and approved at the April 6, 2020 University Calendar Committee Meeting (see: <https://em.georgiasouthern.edu/registrar/faculty-staff/committees/>). According to the posted minutes, present were: • Laura Valeri (CAH) • Dr. Ryan Schroeder (CBSS) • Dr. Shahnam Navaee (CEC) • Dr. Aslihan Unal (COE) • Dr. Catherine Macgowan (COSM) • Dr. Jeff Jones (JPHCOPH) • Christy Dubert (WCHP) • Thomas Mikell (Business & Finance) • Dr. Barry Joyner (Dean's Council) • Dr. Carl Reiber (Provost) • Angela Harn (Advancement) • Cassie Morgan (Registrar) • Wayne Smith (Registrar) • Emily Todd (SGA) • Catherine Bishop (Student Affairs) Specific discussions of types of courses would be better answered by your college's representative on the committee present at that meeting. The notion of "traditional" start dates is problematic as it is not consistent at the university level, even within the USG (see: <https://www.usg.edu/divisions/calendars/>). For the Fall 2021 - 2022 Academic Year, the USG schools scheduled starts at a wide range of times, but only 60% of schools began on a "traditional" Monday start date: • 3% began on Tuesday (State College = 100%) • 7% began on Saturday (State College = 50%, State Univ = 50%) • 30% began on Wednesday (State College = 25%, State Univ = 25%, Comprehensive = 25%, Research = 25%) • 60% began on Monday (State College = 33%, State Univ = 40%,

Comprehensive = 13%, Research = 13%) Fall 2021 - 2022 Institution Classes Begin Abraham Baldwin Agricultural College 10-Aug Albany State University 16-Aug Atlanta Metropolitan State College 16-Aug Augusta University 11-Aug Clayton State University 7-Aug College of Coastal Georgia 16-Aug Columbus State University 16-Aug Dalton State College 9-Aug East Georgia State College 11-Aug Fort Valley State University 16-Aug Georgia College & State University 16-Aug Georgia Gwinnett College 9-Aug Georgia Highlands College 14-Aug Georgia Institute of Technology 23-Aug Georgia Southern University 11-Aug Georgia Southwestern State University 18-Aug Georgia State University 23-Aug Gordon State College 11-Aug Kennesaw State University 16-Aug Middle Georgia State University 11-Aug Savannah State University 16-Aug South Georgia State College 16-Aug University of Georgia 18-Aug University of North Georgia 23-Aug University of West Georgia 11-Aug Valdosta State University 16-Aug Testing fairness and integrity is a course level issue. On any calendar, sections of the same class will have different exam schedules often separated by days. The university exam policy (209 Final Examinations) indicates that "[...] examinations must be held as scheduled unless authorized by the department or school chair/director and the dean. The few classes operating on an irregular schedule that do not fit into the above plan will have their examinations scheduled and announced by the instructor." Should you be unable to ensure testing fairness and integrity, I would encourage you to work with your department chair and college dean as policy directs.

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E-Mail: [fsoffice@georgiasouthern.edu](mailto:fsoffice@georgiasouthern.edu)

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**Discussion Item Request Print View****SHORT TITLE****(Please provide a short descriptive title that would be suitable for inclusion in the Senate Agenda.)**

Recommendations for amendments to Faculty Bylaws 324 Article III

**SUBJECT OF DISCUSSION:****(Please state the nature of your request as concisely as possible.)**

To present an opportunity for the faculty senate to discuss the proposed amendments to Faculty Bylaws, 324 - Faculty Senate, Article III - Officers.

**RATIONALE(s):****(Please explain why this issue is one of general concern for the Faculty Senate or for the University and not a matter concerning only an individual college or administrative area.)**

Updates to the Bylaws as recommended by the working subcommittee of the SEC - in attendance SEC members, Lisa L. Abbott, Diana Botnura, Bill Wells, Barbara King, Cary Christian, Bill Mase, and guests Bill Dawers and Karelle Aiken. The proposed changes were submitted to the SEC for review and discussion and now go before the Senate for review and discussion. Details are available in the attached document showing a side by side comparison.

**If you have an attachment, press the button below to attach to form and send.**Article III side by Side comparison Draft.docx  
106.45 KB

Click here to attach a file

Click here to attach a file

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**ACCEPTABLE USE POLICY****This site is for use exclusively by Georgia Southern University faculty, staff, and administrators. Submissions are reviewed by the SEC for relevance to the mission and business of the Faculty Senate. This site is a tool not for debate but solely for information exchange. Redundant and contentious submissions will not be accepted.****Note to faculty users: Double-check your data before submitting, because the data cannot be edited afterward****Approval**

Response:

SEC Response:

Senate Response:

President's Response:

## Proposed Amendments to Faculty Senate Bylaws Article III

Once these changes are passed by the faculty senate and approved by the University President they must be presented to the corps of instruction for final approval as stated in the University Statutes. It is the recommendation of the SEC that this be done electronically.

Based on the Bylaws as presented in the Georgia Southern Faculty Handbook 2020-2021.

[2020-2021 Georgia Southern Faculty Handbook](#)

<https://academics.georgiasouthern.edu/faculty-handbooks/>

**DRAFT**

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324 Faculty Senate Bylaws page 79 - 81 pdf version of the 2020-2021 Georgia Southern Faculty Handbook.

## Article III – Side by Side Comparison

Original Document	Proposed changes	Comments
<b>Article III -Officers</b>		
SECTION 1. The officers of the Faculty Senate shall consist of the Senate president who is the chair of the Senate Executive Committee, the voting members of the Senate Executive Committee, the president-elect, the Senate secretary, and the Senate librarian. All officers shall be senators.	SECTION 1. The officers of the Faculty Senate shall consist of the Senate president who is the chair of the Senate Executive Committee, the <sup>1</sup> <del>elected voting</del> members of the Senate Executive Committee, the president-elect, the Senate secretary, and the Senate librarian. <sup>2</sup> <del>Only elected senators are eligible to serve as officers. All officers shall be senators.</del>	<sup>1</sup> clarity <sup>2</sup> clarity/word choice
SECTION 2. The Senate Executive Committee shall serve as the chief governing body for all matters before the Senate, including procedure and protocol. It shall be the purpose of the Senate Executive Committee to guide the actions of the Senate so as to enhance all Faculty Senate activities.	SECTION 2 The Senate Executive Committee shall serve as the chief governing body for all matters before the Senate <sup>1</sup> <del>,including procedure and protocol.</del> It shall be the purpose of the Senate Executive Committee to guide the actions of the Senate so as to enhance all Faculty Senate activities. <sup>2</sup> <del>The Senate Executive Committee shall request representation from the SEC in meetings with the President, Provost, other administrators or other committees concerning the charge of the senate (eg. academic affairs) as needed.</del>	<sup>1</sup> deleted because redundant <sup>2</sup> clarification of the role of the SEC
SECTION 3. The Senate Executive Committee shall consist of one senator from each college and the libraries, elected by the faculty in their respective units for two-year staggered terms, and the Senate president who serves as the chair of the Senate Executive Committee. Additionally, the president-elect, the Senate librarian and the Senate secretary shall serve in an advisory role as non-voting members, unless they represent their	SECTION 3. The Senate Executive Committee shall consist of: <sup>1</sup> A. <sup>2</sup> <del>Voting members</del> , one senator from each college and the libraries, elected by the faculty in their respective units for two-year staggered terms,	<sup>1</sup> Formatting <sup>2</sup> clarification <sup>3</sup> clarification



<p>colleges on the Senate Executive Committee. In the event all Senate Executive Committee members have a single 'home' campus, the Senate president, in consultation with appropriate senators, may appoint an additional non-voting elected senator from a counterpart campus to address apportionment. A non-voting staff member designated by the president of the University shall serve as a liaison with the Senate Executive Committee. Staff assistance and administrative support shall be provided through the Office of the Faculty Senate.</p>	<p>B. the Senate president who serves as the chair of the Senate Executive Committee <sup>3</sup>who serves as a non-voting member except in case of a tie.</p> <p>C. Additionally, the president-elect, the Senate librarian and the Senate secretary shall serve in an advisory role as non-voting members, unless they represent their colleges on the Senate Executive Committee.</p> <p>D. In the event all Senate Executive Committee members have a single 'home' campus, the Senate president, in consultation with appropriate senators, may appoint an additional non-voting elected senator from a counterpart campus to address apportionment. <sup>3</sup>Additional faculty members may be invited to the SEC to consult on specific issues.</p> <p>E. A non-voting staff member designated by the president of the University shall serve as a liaison with the Senate Executive Committee. Staff assistance and administrative support shall be provided through the Office of the Faculty Senate.</p>	<p><sup>3</sup> This provides opportunities for additional input into SEC discussions specifically in matters concerning Inclusive Excellence.</p>
<p>SECTION 4. The Senate president shall preside as chair at Senate meetings, if so requested by the president of the University, and facilitate the operations of the Faculty Senate. The chair shall vote only in the case of a tie in the Senate Executive Committee or in the Senate. The Senate president is expected to maintain regular office hours on both campuses. The position of Senate president is recognized with a re-assignment of 6 (of 15) hours per term for duties relating to Senate activities or representation and is issued a stipend (\$3,000) for availability during the noncontract periods in the summer.</p>	<p>SECTION 4. <sup>1</sup> The Duties of the Senate President shall be as follows:</p> <p>A. <sup>2</sup>Shall be the representative of the faculty and the faculty senate and advocate for faculty interests</p> <p><del>B. <sup>3</sup>at the request of the University President the Senate president shall will preside as moderator chair at Senate meetings, if so requested by the president of the University, and facilitate the operations of the Faculty Senate.</del></p> <p>C. <sup>4</sup>Represent the faculty at meetings of the University President's Council.</p> <p>D. <sup>5</sup>In case of a tie in the SEC or in the Senate, the Senate President shall cast the tie-breaking vote. <del>The chair shall vote only in the case of a tie in the Senate Executive Committee and or in the Senate.</del></p>	<p>*the duties of the senate president were not spelled out in the bylaws as they exist with the same detail as the other officers of the Senate.</p> <p><sup>1</sup> Consistency with the rest of the document</p> <p><sup>2</sup> there was nowhere this was specifically stated.</p> <p><sup>3</sup> clarification</p> <p><sup>4</sup> The Senate president already does this. Place this here to clarify.</p> <p><sup>5</sup> Clarification</p> <p><sup>6</sup> clarification.</p>

	<p>E. <sup>6</sup>Shall forward the finalized agenda to the University President within two business days of the of the Senate Meeting.</p> <p>F. <sup>7</sup>The Senate President is responsible for the administrative work of the faculty senate; 1. Updates to the senate faculty website, 2. Emails to the corps of instruction on senate business, 3. Publishing the senate agenda, 4. Publishing the links to senate meetings.</p> <p>G. <sup>8</sup>The Senate president is expected to maintain regular office hours accessible to all faculty, <del>on both campuses</del>; with physical office hours on the Statesboro and Armstrong campuses.</p> <p>H. The position of Senate president is recognized with a re-assignment of <sup>9</sup>the equivalent of one course release each semester per elected term for duties relating to Senate activities or representation and is issued a stipend (\$3,000) for availability during the non-contract periods in the summer.</p>	<p>7 Clarification – this is something they already do,</p> <p><sup>8</sup> This amendment addresses the need for accessibility for all three campuses.</p> <p><sup>9</sup> This option allows for greater negotiation with the Senate President’s home department in how to best use the needed time for service.</p>
<p>SECTION 5. The duties of the Senate Executive Committee shall be as follows:</p> <p>a. coordinate an orientation workshop for incoming senators and alternates prior to the first Faculty Senate meeting of the academic year on a date determined by the Senate Executive Committee;</p> <p>b. review the report of the Senate librarian as a means of expediting all Senate activities;</p> <p>c. review all proposed agenda items prior to the construction of the Senate meeting agenda. The chair of the Senate Executive Committee shall advise the president regarding the inclusion of these items on the agenda;</p> <p>d. appoint one member of the Senate Executive Committee to serve as the University System of</p>	<p>SECTION 5. The duties of the Senate Executive Committee shall be as follows:</p> <p>A. coordinate an orientation workshop for incoming senators and alternates <sup>1</sup>at least a week prior to the first Faculty Senate meeting of the academic year on a date determined by the Senate Executive Committee;</p> <p><del>B. <sup>2</sup>review the report of the Senate librarian as a means of expediting all Senate activities;</del></p> <p>C. <sup>3</sup>Shall set the Senate agenda and the Senate President shall forward the finalized agenda to the University President within two business days of the Senate meeting; <del>prior to the senate meeting. — review all proposed agenda items and approve prior to the construction of the Senate meeting agenda. The chair of the Senate Executive Committee shall forward to advise the president regarding the inclusion of these items on the agenda;</del></p> <p><del>D. <sup>4</sup>appoint a representative of the University to serve on the as one member of the Senate</del></p>	<p><sup>1</sup>Setting a clear time for an orientation prior to the first meeting ensures that the orientation happened. While not included in the bylaws a suggestion that the senator from each unit be responsible for holding the orientation session for their unit to make for more manageable scheduling options.</p> <p><sup>2</sup>deleted because the report does not come in early enough for this to happen. The Senate Librarian and Senate President do review the report as they put it together prior to the SEC meeting and can bring specific issues to the attention of the committee.</p> <p><sup>3</sup> Clarifying the tasks. <b>We may need to add “with approval and additions from the University President”</b></p> <p><sup>4</sup> By appointing a member for a one year term it eliminates the possibility for a representative from Georgia Southern to serve as an officer in this</p>

<p>Georgia Faculty Council representative for the University;</p> <p>e. nominate one faculty member to serve as the institutional representative to the National Collegiate Athletic Association. This appointment must be confirmed by a majority vote of the Faculty Senate. There shall be a one-year apprenticeship prior to becoming the institutional representative. The institutional representative shall serve a six-year term of office (a total of seven years) and may succeed himself/herself. In cases where the institutional representative has been elected to office in the Sun Belt Conference and the term of that office exceeds the six-year term, the president of the University, in consultation with the Senate Executive Committee, may extend the term of the institutional representative to coincide with the term of the elected office in the Sun Belt Conference. Such an extension shall normally be limited to no more than two years;</p> <p>f. nominate one faculty member to serve a one-year term as Student Government Association representative. This vote must be confirmed by a majority vote of the Faculty Senate. This position will be elected by the Senate in the final meeting of the academic year;</p> <p>g. appoint members to both standing committees and ad hoc committees. In general, members shall be chosen to ensure representation from across the university community. The Senate Executive Committee shall solicit interest for nomination or appointment to standing and ad hoc committees. However, in some cases, qualifications for committee membership shall accrue directly from</p>	<p><del>Executive Committee to serve as</del> the University System of Georgia Faculty Council. This individual will serve a two year term on the USGFC; The representative's initial appointment needs to occur while they are a member of the SEC. This individual will report to the SEC following the USGFC meeting and then to the Senate. <del>representative for the University;</del></p> <p>E. nominate one faculty member to serve as the institutional representative to the National Collegiate Athletic Association. This appointment must be confirmed by a majority vote of the Faculty Senate. There shall be a one-year apprenticeship prior to becoming the institutional representative. The institutional representative shall serve a six-year term of office (a total of seven years) and may succeed <sup>5</sup>themselves himself/herself. In cases where the institutional representative has been elected to office in the Sun Belt Conference and the term of that office exceeds the six-year term, the president of the University, in consultation with the Senate Executive Committee, may extend the term of the institutional representative to coincide with the term of the elected office in the Sun Belt Conference. Such an extension shall normally be limited to no more than two years;</p> <p>F. nominate <sup>6</sup>at least one faculty member to serve a one-year term as Student Government Association representative. This vote must be confirmed by a majority vote of the Faculty Senate. This position will be elected by the Senate in the final meeting of the academic year;</p> <p>G. appoint members to both standing committees and ad hoc committees. In general, members shall be chosen to ensure representation from across the university community. The Senate Executive Committee shall solicit interest for nomination or appointment to standing and ad hoc committees. However, in some cases, qualifications for committee membership shall</p>	<p>organization. Changing it to a two year term, and not requiring that they be an SEC member for both years allows for greater representation and engagement in this group. Opening the possibility for improved communication with the governing board.</p> <p><sup>5</sup> Use of non-gendered language</p> <p><sup>6</sup> Creating the possibility of a shared year of service in this role.</p>
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<p>the nature of the committee activity and the interest and talents of certain individuals;</p> <p>h. appoint and/or nominate, as appropriate, faculty to other university committees as requested by the president;</p> <p>i. ensure that each ad hoc committee has a specific charge that outlines measurable objectives and appropriate time constraints and require that each ad hoc committee submit to the Senate Executive Committee a written report summarizing its activity. The Senate Executive Committee shall provide reports to the Senate for review and action, as needed;</p> <p>j. meet at least once per semester with the chair of each ad hoc committee and may meet with the chair of any standing committee at the request of the Senate president. The purpose of these meetings is to review the committees' progress toward the accomplishment of their objectives and to provide advice and assistance as appropriate;</p> <p>k. review all the foundational documents of the University as they relate to the faculty, including, but not necessarily limited to, the Statutes, Bylaws, and various handbooks; examine extant committee structure of the Senate, including charges and composition; and recommend to the Senate such revisions or amendments as appropriate and necessary;</p> <p>l. provide agendas of all Senate Executive Committee meetings;</p>	<p>accrue directly from the nature of the committee activity and the interest and talents of certain individuals;</p> <p>H. appoint and/or nominate, as appropriate, faculty to other university committees as requested by the University president;</p> <p>I. ensure that each ad hoc committee has a specific charge that outlines measurable objectives and appropriate time constraints and require that each ad hoc committee submit to the Senate Executive Committee a written report summarizing its activity. The Senate Executive Committee shall provide reports to the Senate for review and action, as needed;</p> <p><del>J. —<sup>7</sup>Review a mandated report from each standing and ad hoc committee following their first meeting that clarifies their agenda for the semester, their charge, and their proposed goals and actions. Follow up with the ad hoc and standing committees as needed. meet at least once per semester with the chair of each ad hoc committee and may meet with the chair of any standing committee at the request of the Senate president. The purpose of these meetings is to review the committees' progress toward the accomplishment of their objectives, clarify their charge for that academic year, and to provide advice and assistance as appropriate;</del></p> <p>K. review all the foundational documents of the University as they relate to the faculty, including, but not necessarily limited to, the Statutes, Bylaws, and various handbooks; examine extant committee structure of the Senate, including charges and composition; and recommend to the Senate such revisions or amendments as appropriate and necessary;</p> <p>L. <sup>8</sup>provide <del>agendas and</del> minutes of all Senate Executive Committee meetings <del>to the Librarian's Report and a summary report included in the agenda for the Senate meeting immediately following the SEC meeting; (passed by Faculty Senate, fall 2020)</del></p>	<p><sup>7</sup> Part of the thought process here was to formalize the contact with the standing and ad hoc committees through a mandated report from their first meeting to clarify any questions with the charge and their goals for the year. This allows for greater flexibility in meeting the specific needs of each committee.</p> <p><sup>8</sup> changed based on a vote taken by the faculty senate requiring minutes from the SEC meetings. We were not able to find the specific motion in digital commons to reflect when this vote was taken.</p>
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<p>m. review and revise as appropriate the apportionment of senators from the colleges and the libraries according to the Statutes (see Article II, § I, and Article IV, § 17);</p> <p>n. adjust term limits of committee members and senators as necessary to ensure appropriate continuity and apportionment (see Article II, § I, and Article IV, § 17); and</p> <p>o. communicate to the faculty at-large reminders of Senate Agenda deadlines, Senate meetings, locations of minutes, and the Librarian’s Report</p>	<p>M. review and revise as appropriate the apportionment of senators from the <sup>9</sup>colleges and the libraries units according to the Statutes (see Article II, § I, and Article IV, § 17);</p> <p>N. adjust term limits of committee members <sup>10</sup>and senators as necessary to ensure appropriate continuity and apportionment (see Article II, § I, and Article IV, § 17); and</p> <p>O. communicate to the faculty at-large reminders of Senate Agenda deadlines, Senate meetings, locations of minutes, and the Librarian’s Report;</p> <p>P. <sup>11</sup>send regular updates on SEC meetings and Senate meetings to their academic units;</p> <p>Q. <sup>12</sup>appoint a senate parliamentarian.</p>	<p><sup>9</sup> consistency with language as established in Article II</p> <p><sup>10</sup> redundant</p> <p><sup>11</sup> Added for clarification of expectation of communication to allow for greater transparency.</p> <p><sup>12</sup> Later in the document we are recommending the addition of a Senate Parliamentarian.</p>
<p>SECTION 6. The duties of the PRESIDENT-ELECT shall be as follows: a. assist the president as a member of the Senate Executive Committee; b. preside over the Senate in the absence of the president; c. attend all meetings with the Senate president; d. attend meetings with the Senate president as requested.</p>	<p>SECTION 6. The duties of the PRESIDENT-ELECT shall be as follows:</p> <p>a. <sup>1</sup>Serve on <del>assist the president as a member of</del> the Senate Executive Committee as an ex-officio officer, <del>unless elected to represent their college;</del> <sup>2</sup>They can also serve as the representative to their college if elected by their college.</p> <p>b. preside over the Senate and the SEC in the absence of the president;</p> <p>c. <sup>3</sup>Attend meetings with the Senate President starting spring semester to learn the duties and responsibilities of the office. <del>attend all meetings with the Senate president;</del></p> <p><del>*d. attend meetings with the Senate president as requested.</del></p>	<p><sup>1</sup> clarity</p> <p><sup>2</sup> clarity</p> <p><sup>3</sup> clarity</p> <p><sup>4</sup> unnecessary</p>
<p>SECTION 7. The duties of the PAST PRESIDENT shall be as follows: a. assist the president as an ex-officio member of the Senate Executive Committee; b. act as parliamentarian for the Senate; c. attend Staff Council meetings as the Senate Executive Committee representative; d. attend meetings with the Senate president as requested; e. preside over</p>	<p>Recommendation – delete this position on the SEC</p>	<p>Discussion points</p> <p>Pro Keeping the Past President role</p> <ol style="list-style-type: none"> <li>1. mentor for President</li> </ol> <p>Pro Eliminating the Past President role</p> <ol style="list-style-type: none"> <li>1. nothing prevents this person from mentoring the new Senate President</li> </ol>

<p>the Senate in the absence of the president or president-elect.</p>		<ol style="list-style-type: none"> <li>2. will this impact faculty willingness to take on the role when it makes a commitment that starts with a minimum of 1 year on the faculty senate, 1 year as president elect, 1 year as president, and 1 year as past president, so 4 years. If the faculty serves 2 years on the senate before being elected president this leads to a 5 year commitment. (this is dependent on a Statutes change.)</li> <li>3. There is carryover in the SEC as the terms are staggered so there is built in history</li> <li>4. Eliminating this position increases the role members of the SEC need to play, thereby creating more equitable representation</li> <li>5. The president elect serves a year training</li> </ol> <p>In terms of the duties as outlined in the current bylaws:</p> <p>B. reintroduce the parliamentarian position – a non senator can serve as parliamentarian.</p> <p>C. The Senate President is already on the staff council and if need be a member of the SEC can be appointed as the SEC rep for the staff council.</p> <p>D. the President elect, or any other member of the SEC can attend meetings with the Senate President as requested.</p> <p>E. the President elect, Secretary, or Librarian are officers of the senate and can fill this role.</p>
<p>SECTION 8. The duties of the SENATE SECRETARY shall be as follows: a. collect, write, and distribute minutes of the proceedings of Senate meetings to the faculty (as defined in the Statutes of Georgia Southern University) with staff assistance from the Office of the Faculty Senate. The minutes shall be distributed at least 10 working days prior to the next scheduled Senate meeting</p>	<p><sup>1</sup>SECTION <del>87</del>. The duties of the SENATE SECRETARY shall be as follows:</p> <p>a. collect, write, <sup>2</sup><del>review with the senate president</del>, and distribute minutes of the proceedings of <del>Senate and SEC</del> meetings to the faculty (as defined in the Statutes of Georgia Southern University) with staff assistance from the Office of the Faculty Senate. The <del>Senate</del> minutes shall be distributed <sup>3</sup><del>at least within 10 working days after the Senate meeting; prior to the next scheduled Senate meeting.</del></p> <p><sup>4</sup><del>B. write and submit the SEC summary report for the next Senate meeting;</del></p> <p><del>C. write and submit the SEC minutes to the Librarian for the Librarian's report.</del></p>	<p><sup>1</sup> correct if Section 7 is deleted</p> <p><sup>2</sup> clarification</p> <p><sup>3</sup> specific time frame</p> <p><sup>4</sup> add to correct based on the motion that requires this.</p>

<p>SECTION 9. The duties of the SENATE LIBRARIAN shall be as follows: a. provide to the members of the Faculty Senate an informative summary report of all minutes provided to the librarian by the chairs of the standing committees and ad hoc committees of the Faculty Senate. The librarian shall prepare the “Librarian’s Report” with staff assistance from the Office of the Faculty Senate 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’s website at least five working days prior to the Senate meeting for consideration by the Senate; b. serve as a faculty representative on the advisory council to the provost and vice president for academic affairs and shall prepare and distribute to the Senate a summary of the issues addressed at those meetings; and c. serve as chair of the Senate Elections Committee.</p>	<p>SECTION <sup>1</sup>89. The duties of the SENATE LIBRARIAN shall be as follows:  a. provide to the members of the Faculty Senate an informative summary report of all minutes provided to the librarian by the chairs of the standing committees and ad hoc committees of the Faculty Senate. The librarian shall prepare the “Librarian’s Report” with staff assistance from the Office of the Faculty Senate and shall distribute the report to the <sup>2</sup>SEC Senate at least five working days prior to the next scheduled Senate SEC meeting. <sup>3</sup>The Librarian’s report shall be included in the Senate Agenda. Committees presenting reports as separate agenda items should post minutes on the Senate’s website at least five working days prior to the Senate meeting for consideration by the Senate;  b. <sup>4</sup>serve as a faculty representative on the advisory council to the provost and vice president for academic affairs and shall prepare and distribute to the SEC and Senate a summary of the issues addressed at those meetings; and  c. serve as chair of the Senate Elections Committee. <sup>5</sup> As chair, the Senate Librarian calculates the number of senators representing each unit based on the criteria stated in the University Statutes, works with the election committee to verify eligibility of candidates prior to elections, works with the election committee to conduct elections at the unit level, and certifies the election of Senate officers,</p>	<p><sup>1</sup> correct if needed</p> <p><sup>2</sup> so the SEC can review</p> <p><sup>3</sup> clarification</p> <p><sup>4</sup> the advisory council is no longer happening – is this something that will be restarted?</p> <p><sup>5</sup> this serves to clarify the responsibilities as chair of the election committee and addresses the numbers set by the statutes.</p>
	<p><sup>1</sup>SECTION 9 Senate Parliamentarian  The Senate Parliamentarian shall be appointed by the SEC, This individual does not need to be an elected senator. Their duties are:</p> <ul style="list-style-type: none"> <li>A. Attend all senate meetings</li> <li>B. Resolve questions regarding Robert’s Rules of Order</li> <li>C. This individual is not required to be a senator or a member of the faculty.</li> <li>D. Parliamentarians do not have a voice or vote unless they are a senator. It is encouraged that they have previous senate experience.</li> </ul>	<p><sup>1</sup> added to meet need for parliamentarian.</p> <p>Traditionally the parliamentarian serves as a neutral observer and only answers questions regarding parliamentary procedure or senate policy.</p> <p>It has been a challenge to find someone to fill this role, which was the rational behind assigning to the Immediate past chair. However, by eliminating the need for the person to be a senator or even faculty, it may be easier to fill the role. The other option is to have the president elect serve as parliamentarian.</p>

<p>SECTION 10. The Senate secretary and the Senate librarian shall be sitting senators or senators-elect elected by the Senate at its final meeting of the spring semester. The Senate president and president-elect shall be sitting senators and the president-elect shall be elected by the Senate at the final meeting of the spring semester preceding the beginning of his or her term. The president-elect shall serve the first year as president-elect and the second year as Senate president; therefore the president-elect must have two remaining years in his or her term. These four Senate officers shall serve one-year terms beginning with the first day of the following academic year. The Senate secretary and Senate librarian may succeed themselves for no more than one additional term (a total of two consecutive years). Persons elected to these positions must have had at least one prior year of service on the Faculty Senate prior to the start of the term to which they have been elected.</p>	<p>SECTION 2. The Senate secretary,<sup>2</sup> <del>and</del> the Senate librarian, <del>and the president-elect</del> shall be sitting senators or senators-elect elected by the Senate at its final meeting of the spring semester. <del><sup>3</sup>The Senate president and president-elect shall be sitting senators and the president-elect shall be elected by the Senate at the final meeting of the spring semester preceding the beginning of their his or her term.</del> The president-elect <del>shall serve the first year as president-elect and the second year as Senate president;</del> therefore the president-elect must have one <del>two</del> remaining year in their <del>his or her</del> term. These <del>three</del> <del>four</del> Senate officers, <del>in addition to the rising president,</del> shall serve one-year terms beginning with the first day of the following academic year. The Senate secretary and Senate librarian may succeed themselves for no more than one additional term (a total of two consecutive years). Persons elected to these positions must have had at least one prior year of service on the Faculty Senate prior to the start of the term to which they have been elected.</p>	<p><sup>1</sup> all three are elected at the final meeting, cleaning up the language.  <sup>3</sup>removing the requirement that the senate President be a senator the year they are President to allow for senators in their 2<sup>nd</sup> year of their term to run. Otherwise, only first year senators can run for the office of President as they have to serve one year as President Elect.</p> <p>As it currently reads, only a first year senator may run for President Elect/Senate President. By eliminating the requirement that the Senate President be a sitting senator, we allow for faculty to have more time to learn the operations of the senate before deciding to run. As the Senate President serves as the moderator of the Faculty Senate and only votes to break a tie, their status as a sitting senator during their year as Senate President is unnecessary.</p>
<p>SECTION 11. Any action taken by the Senate Executive Committee may be overturned by a two-thirds vote of the Faculty Senate.</p>		<p>No changes</p>
<p>SECTION 12. Should any of the Senate officers other than the Senate president resign during their terms, an election to fill the remainder of the term shall take place at the next regular Senate meeting. If the Senate president resigns, the president-elect shall fill the remainder of the term, and an election to fill the remainder of the president-elect's term shall take place at the next regular Senate meeting. Should the librarian or secretary resign, the president elect shall fill that position until the election can be held.</p>	<p>SECTION 12. <sup>1</sup>Replacing a vacancy in the SEC. <del>Should any of the Senate officers other than the Senate president resign during their terms, an election to fill the remainder of the term shall take place at the next regular Senate meeting. If the Senate president resigns, the president-elect shall fill the remainder of the term, and an election to fill the remainder of the president-elect's term shall take place at the next regular Senate meeting. Should the librarian or secretary resign, the president elect shall fill that position until the election can be held:</del></p> <p>A. If the Senate president resigns, the president-elect shall fill the remainder of thate term, and continue as senate president for their elected term. an election to fill the remainder of the president-elect's term shall</p>	<p><sup>1</sup> Reworked to clarify between Librarian, Secretary, President Elect, and President and the Elected members of the SEC.</p>



	<p>take place at the next regular Senate meeting. If the Senate President resigns, the president-elect shall fill the remainder of the term, and an election to fill the remainder of the president-elect's term shall take place at the next regular Senate meeting.</p> <p>B. Should the Senate Librarian, Secretary and President-Elect resign during their terms, an election to fill the remainder of the term shall take place during the next regular Senate meeting. The president-elect shall fill the librarian or secretary position until the election can be held.</p> <p>C. Should any of the SEC members resign, the SEC shall require the individual unit they represent to fill the open seat according to their individual unit policy.</p>	
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