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August 19, 2013 AASU Faculty Senate Minutes

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Armstrong Atlantic State University
Faculty Senate Meeting
Minutes of August 19, 2013
Student Union, Ballroom A, 3:00 pm

- I. Senate President Baird called the meeting to order at 3:05 pm (see Appendix A)
- II. Senate Action
 - A. Approval of [Minutes from April 15, 2013 Faculty Senate Meeting](#)
 1. APPROVED Without Corrections
 - B. Remarks from Dr. Carey Adams, Provost/VPAA
 1. Expressed desire to improve communication between Provost's office and faculty senate. Also open to one-on-one meetings with rest of faculty senators. Students and faculty are two essential groups on campus.
 2. Updates on faculty support and development for FY 2014
 - i. \$1.1 Million in Complete College Georgia(CCG) funding allocated for academic affairs
 - ii. CCG funding used for 7 new faculty lines (5 tenure track), library resources, lab equipment, Summer Challenge and Summer STEP programs. Funding also used to address critical areas of need. In AY 2013-14, will fill a total of 30 faculty and department head positions. Additional 29 searches approved for next academic year. Continued strides made toward development of faculty ranks.
 - iii. Continued conversations occurring on faculty development and support. For example, we are piloting the new teaching fellows program this year. Also, having discussions to improve eFACE for evaluation and feedback. Specifically, using Port for student reminders, developing an eFACE mobile app, and examining the content of eFACE with an ad-hoc committee appointed by Dr. Adams. Senate leadership will provide potential members for committee.
 - iv. Lecturer and Senior Lecturer appointment categories added to Faculty Handbook. In spring semester, instructors will be given option to switch to lecturer status.
 - v. Advanced Academic Leave Policy
 - a. Opportunities for professional development and research leave is critical at institutions, yet teaching and service obligations are considerable at Armstrong. Leave policy need to be revamped to accommodate faculty.
 - b. See Appendix B for comparison of old vs. new policy and draft of new policy for inclusion in Faculty Handbook
 - c. Would like to implement leaves starting next academic year. Unsure of how many and total cost at this time.
 - d. Discussion from faculty: Expressed concern for opportunities for leave of untenured faculty. Also, no supplemental support given for faculty that previously received a Fulbright Fellowship. Response: Provisions would be made on case by case basis for untenured faculty that receive a significant external fellowship. The changes in the leave policy will provide supplemental funds, so long as combination of funds do not exceed annual salary.

C. Remarks from Dr. Linda Bleicken, President

1. Asked the followings questions during an earlier meeting with senate leadership:
 - i. What is role of Faculty Senate?
 - ii. What is the relationship of the President to Faculty Senate?
 - iii. What would you like it to be?
 - iv. How might we work toward that goal?
2. Perceived that the tone of relationship not what it should be, evidenced by senate resolutions on docket. Understands the process of shared governance by regularly engaging in conversations with faculty senate, SGA, and staff council. This helps with understanding of good and bad issues.
3. Feels campus (students, faculty, and staff) gives her too much credit or blame for situations. For example, she was informed of the Arts Drive communication plan the same time as everyone else on campus. She acted immediately to reformulate a more viable plan to get Arts Drive open in time for the first week of classes. Similarly, the faculty senate's [bill](#) for the salary review came at a time of ongoing conversations with Vice Presidents about what could and should be done on about salaries. Once these conversations were completed, the study was approved by her office.
4. Communication is a two-way action. Must have assistance of faculty and benefit of doubt that we are not on opposite sides. We all have similar goal to make Armstrong the best it can be for students, faculty and staff. Please consider her door always open for communication

D. Old Business

1. Outcome of Bills/Resolutions
 - i. [FSB-2013-04-15-03](#) Comprehensive Salary Analysis
 - a. Bill remanded, but may be non-issue since President Bleicken has now authorized the analysis.
 - b. Discussion from faculty: One other feature of bill was the recurring aspect of it being done every three years. Response from President Bleicken: The intention would be that the salary analysis is performed every three years.
 - ii. [FSB-2013-03-18-05](#) Emeritus Faculty was signed by President Bleicken
 - iii. [FSR-2013-04-15-01](#) BOR Reclassification of Armstrong. No response required.

E. New Business

1. The following Senate Committees were APPROVED
 - i. [Steering Committee](#)
 - ii. Elections Committee: Erik Nordenhaug & Melissa Jackson
 - iii. Constitution and Bylaws Committee: Catherine MacGowan, Jane Blackwell and Bill Deaver
 - iv. Committee on Committees: Dorothee Mertz-Weigel, Leigh Rich, Brent Feske, and Elizabeth Desnoyers-Colas
2. Review of Committee Charges (Appendix C) and Discussion of Restructuring of Committees
 - i. Common charge was to examine how committees can be either consolidated or eliminated

- ii. President Baird views senate as an advisory and policy making body. Some committee work better done outside of faculty senate.
 - iii. Elections Committee needs any committee bylaw changes in time for April 1st elections. President Baird would like to consider having a faculty vote on committee restructuring in late fall to ease burden of Elections Committee in spring.
3. Faculty Senate Resolution FSR-2013-08-19-01: Affirmation of Faculty Governance of Academic Issues (Appendix D)
- i. Senate leadership thought GPA increase was good, but faculty must be involved with changes related to academic issues.
 - ii. There were general discussions in the Student Success Committee and the Strategic Planning Committee about GPA changes in the past, but nothing specific was approved or documented.
 - iii. Resolution is more so about faculty being informed of planning and implementation of actual GPA change.
 - iv. Friendly amendment to add "primary" to last statement of resolution APPROVED.
 - v. Resolution APPROVED
4. Faculty Senate Bill FSB-2013-08-19-03: Transparency in Armstrong Infrastructure Planning (Appendix E)
- i. Question about definition of "impacting academic mission"; how does road closure impact academic mission? However, removal of a primary road such as Arts Drive would have resulted in students arriving late for classes. Also, substance of bill requests for timeline and prior notification of planned infrastructure projects. Bill does not restrict emergency repairs to infrastructure.
 - ii. Question about whether administration would know of such projects in advance. The budgeting process is such that major projects must be planned in order to have funds allocated. Therefore projects are known by administration. This infrastructure includes information technology.
 - iii. Bill APPROVED
5. Faculty Senate Bill FSB-2013-08-19-04:Promotion of Shared Governance (Appendix F)
- i. Motion for Executive Session of Faculty Senate APPROVED. All non-senators were asked to vacate the room. Subsequent Faculty Senate discussion has been archived and can only be approved in a subsequent Executive Session of the Faculty Senate.

[REDACTED]

[REDACTED]

- ii. Bill APPROVED
- iii. Quorum for Executive Session lost. All subsequent discussions are for informational purposes only.

6. Faculty-Grown Planning Recommendations (Erik Nordenhaug)

- i. Planning Budget and Facilities (PB&F) has taken a passive role in the past by allowing administrators to initiate conversation on planning. The senate should formalize a process by which it provides planning suggestions to President Bleicken after approval by the senate. We need to move from a reactionary to a proactive posture to develop a 5-6 year long term plan for departmental, college, and institutional goals.
- ii. Senators are encouraged to initiate discussions at the departmental level and share results at a college-level planning discussion in late September. These discussions will be shared with PB&F, then presented and approved by Faculty Senate, and finally submitted to President Bleicken for approval.
- iii. See details in Appendix G.

F. Senate Information

- 1. Elections related issues (committee memberships) should be sent to: elections.senate@armstrong.edu
- 2. Send Committee Meetings and Minutes to faculty.senate@armstrong.edu

G. Announcements

III. Senate adjourned at 4:27pm

Appendices

- A. Attendance Sheet
- B. Advanced Academic Leave Policy Changes
- C. Standing Committee Membership and Charges
- D. Faculty Senate Resolution FSR-2013-08-19-01: Affirmation of Faculty Governance of Academic Issues
- E. Faculty Senate Bill FSB-2013-08-19-03: Transparency in Armstrong Infrastructure Planning
- F. Faculty Senate Bill FSB-2013-08-19-04 :Promotion of Shared Governance
- G. Faculty-Grown Planning Facilitator

Faculty Senators and Alternates Attendance (8/19/13)

Department	College	# of seats	Senator(s) and Term Year as of 2013/2014		Alternate(s)	
Adolescent and Adult Education	COE	2	Regina Rahimi (3)	x	Rona Tyger	
	COE		Ed Strausser (3)	x	Lynn Long	
Art, Music, Theatre	CLA	3	Angela Horne (3)	x	Karl Michel	
	CLA		Deborah Jamieson (1)		Emily Grundstad-Hall	x
	CLA		Elizabeth Desnoyers-Colas (1)	x	Megan Baptiste-Field	
Biology	CST	3	Traci Ness (2)	x	Sara Gremillion	
	CST		Brett Larson (1)		Jennifer Brofft-Bailey	
	CST		Kathryn Craven (1)	x	Aaron Schrey	
Chemistry, Physics	CST	3	Brent Feske (2)	x	Brandon Quillian	
	CST		William Baird (3)	x	Jeff Secrest	
	CST		Catherine MacGowan (3)	x	Will Lynch	
Childhood & Exceptional Student Education	COE	2	Barbara Hubbard (2)	x	Patricia Norris-Parsons	
	COE		Anne Katz (1)	x	Glenda Ogletree	
Criminal Justice, Social, & Pol Science	CLA	2	Katherine Bennett (2)	x	Daniel Skidmore-Hess	
	CLA		Michael Donohue (3)		Dennis Murphy	
Communication Science & Disorders	CHP	1	Maya Clark (3)		April Garrity	
Computer Science & Info. Technology	CST	1	Ashraf Saad (2)	x	Frank Katz	
Economics	CLA	1	Nick Mangee (1)	x	Yassi Saadatmand	
Engineering	CST	1	Wayne Johnson (3)	x	Priya Goeser	
Health Sciences	CHP	2	Leigh Rich (2)	x	Joey Crosby	
	CHP		Janet Buelow (1)	x	Rod McAdams	
History	CLA	2	Chris Hendricks (2)	x	Michael Benjamin	
	CLA		Jason Tatlock (3)	x	Allison Belzer	
Library	CLA	1	Melissa Jackson (2)	x	Ann Fuller	
Languages, Literature, Philosophy	CLA	4	Bill Deaver (1)	x	Nancy Remler	
	CLA		Dorothee Mertz-Weigel (3)	x	Chris Baker	
	CLA		Beth Howells (3)	x	Tony Morris	
	CLA		Erik Nordenhaug (2)	x	Richard Bryan	
Mathematics	CST	3	Michael Tiemeyer (2)		Greg Knofczynski	
	CST		Paul Hadavas (1)	x	Tim Ellis	
	CST		Joshua Lambert. (1)	x	Jared Schlieper	
Medical Laboratory Science	CHP	1	Denene Lofland (1)	x	Chad Guilliams	
Nursing	CHP	4	Deb Hagerty (2)	x	Carole Massey	
	CHP		Jane Blackwell (2)		Luz Quirimit	
	CHP		Jeff Harris (1)		Jill Beckworth	
	CHP		Amber Derksen (1)		Cherie McCann	
Physical Therapy	CHP	1	David Bringman (2)	x	Nancy Wofford	
Psychology	CST	1	Wendy Wolfe (3)	x	Mirari Elcoro	
Radiologic Sciences	CHP	1	Shaunell McGee (1)	x	Rochelle Lee	
Respiratory Therapy	CHP	1	Christine Moore (3)	x	Rhonda Bevis	

Appendix B

Advanced Academic Leave policy revision

Current	Proposed
Only eligibility requirement is 3 years' employment.	Must be tenured and served at least 6 years. (This was the requirement prior to the last Handbook revision.) Six years must lapse between leaves.
Request due to immediate supervisor preferably one year in advance.	Application due to Dean (with Head approval) by annual fall deadline established by Provost. Would be October 1, 2013 for 2014-2015 leaves.
No standard format for requests.	Standard format for application.
Handbook section refers only to Advanced Academic <u>Research</u> Leave, although the policy itself refers to leaves for research <u>or</u> professional development.	Handbook section refers to Advanced Academic Leave and distinguishes between Research and Professional Development purposes for leaves.
Review procedure calls for provost to solicit evaluation by the Research and Scholarship Committee, but no criteria for evaluation are provided.	Evaluation rubric is provided in application guidelines, following required elements of the proposal, and will be used by Research and Scholarship Committee to provide input on proposals.
Stipulates as a post-leave requirement that the faculty member must present and/or publish a relevant scholarly product within two years (or a predesignated time period) following the semester in which the leave is taken.	Removes this requirement, as it is nearly impossible to enforce. Application requires description of project outcomes, e.g., publication, and review of subsequent applications would take into consideration successful completion of prior projects.
Makes no reference to Advanced Academic Leave being used in conjunction with external grants, such as Fulbright or NEH Fellowships.	Explicitly encourages faculty to apply for external support to combine with Advanced Academic Leave. Specifies that total annual compensation cannot exceed the annual contract salary and that non-income awards (e.g., travel expenses, housing) do not count as salary compensation.

PROPOSED CHANGES TO ADVANCED ACADEMIC LEAVE POLICY

In section 107.6.4

Advanced Academic ~~Research~~ Leave

Leaves with pay shall be granted only for the purpose of promoting scholarly work and encouraging professional development. ~~No leaves will ordinarily be granted until a person has been an employee of the university for a period of three years. Applicants must be full-time, tenured faculty members with a record of six years of consecutive service at Armstrong and no history of leave with pay granted in the previous six years.~~ The amount and duration of the stipend will depend upon funds available.

~~A Tenured~~ faculty members requesting a leave with or without pay must ~~request such leave of the submit an application to department head their college dean according to the deadline established by the Office of the Provost prior to the academic year for which the leave is requested. Normally the request or leave should be made not less than one year before the beginning of such leave.~~ The request, if endorsed by the department head, will be processed through the appropriate administrative offices, the dean of the college, and the provost and vice president for academic affairs, to the president.

The request for leave with pay is a serious professional responsibility and shall be utilized only for activities which will improve the faculty member's contribution to the university's teaching, research, or public service missions. A clear and detailed statement of the purpose of the leave and of the objectives to be accomplished during the leave must accompany the request. This statement must include the time, place, and intent of the leave and an explanation of how the leave will contribute to the university's mission. The amount of pay requested and an accounting of how it is to be used must accompany the request.

Documentation Requirements:

1. A ~~scholarly~~ proposal submitted to the applicant's ~~immediate supervisor at least six months college dean prior to the requested date of leave according to the deadline established by the Office of the Provost and~~ using the guidelines described below.
2. A statement by the head of the academic unit explaining how the applicant's teaching and other professional responsibilities will be covered by the unit during the time period in which leave is sought. If the head of the academic unit is not able to provide coverage, he or she should document why that is the case.
3. A recommendation by the head of the academic unit that includes an evaluation of the quality of the scholarly proposal.
4. A recommendation by the dean of the applicant's college in which these criteria are addressed:
 - the intrinsic value of the applicant's ~~scholarly~~ proposal;
 - the value of the scholarly proposal to the applicant's career;
 - the value of the scholarly proposal to the community.

Application Review Procedure

1. Application materials will be submitted to the provost and vice president for academic affairs, who will solicit evaluation of the proposal by the Research and Scholarship Committee.
2. Following that evaluation the vice president of academic affairs will review the applicant's eligibility, the quality of the research proposal in light of the scholarly product promised by the proposal, and the completeness of the application. The provost and vice president for academic affairs must also take into consideration the effect that the leave will have on the applicant's academic unit. The provost and vice president for academic affairs will communicate his or her recommendation to the president.

PROPOSED CHANGES TO ADVANCED ACADEMIC LEAVE POLICY

Compensation and Obligations

1. Faculty members on a one-semester Advanced Academic ~~Research~~ Leave will receive full salary and benefits for the project period. (Faculty members on a two-semester Advanced Academic ~~Research~~ Leave will receive half-salary during the leave.)
2. While on Advanced Academic ~~Research~~ Leave, a faculty member may not accept additional remunerative employment without written permission from the president or his/her designee.
- ~~2.3. Faculty are encouraged to apply for external grants to supplement their funding. Their leave pay will not be decreased if they secure such funding, except, however, that faculty cannot receive more than one hundred percent of their annual equivalent salary while on leave. Funds provided for travel, housing, and other living expenses are not considered to be "Salary."~~

Post Leave Requirements

Within the first month after returning from paid leave, the faculty member must submit, for evaluation by the university, a report of what was accomplished during the leave and how it contributed to the university's mission. The documents submitted requesting leave and the subsequent report and evaluation of the leave will become a part of the faculty member's permanent record.

1. Within two months following the period of Advanced Academic ~~Research~~ Leave, the faculty member must present a report of the ~~research project~~ conducted to the head of the academic unit, dean of the college, the provost and vice president for academic affairs, and the president.
2. ~~The faculty member must present and/or publish a relevant scholarly product within two years (or a pre-designated time period) following the semester in which leave was taken. Any faculty member who has completed an Advanced Academic Leave and who has failed to submit a report is ineligible to apply for a subsequent leave until such report has been filed.~~

The Board of Regents' policy states, in part: Leaves of absence of one year or less with or without pay may be granted by the institution's president and reported to the Chancellor. Extensions of such leaves, or the initial granting of leaves of more than one year, require the approval of the Chancellor or his/her designee.

If the employee's work cannot be handled by other employees and if funds are not available for the employment of a substitute, the president will be justified in refusing to recommend that the leave be granted or in deferring action upon the request for a leave.

Any employee who has been granted a leave of absence with pay shall be required, before beginning the leave, to sign an agreement indicating that:

1. For a leave with pay of less than one year, the employee will return to the institution at the termination of the leave for a period of at least one (1) year;
2. For a one-year leave with pay, the employee will return to the institution at the termination of the leave for a period of at least two (2) years; and that,
3. If the employee does not return to the institution for the full amount of time specified in the agreement, the employee will reimburse the institution for the amount of compensation received while on leave, as well as any other expenses paid by the USG during the leave, including all benefit costs.

Board of Regents' Policy Manual, 8.2.7, Leave

http://www.usg.edu/policymanual/section8/policy/8.2_general_policies_for_all_personnel/#p8.2.7_leave

Standing Committees of the Faculty Senate 2013-14

Committee	Chair
Academic Standards	Richard Brayn
Research and Scholarship	Joshua Williams and Allison Belzer
Educational Technology	Thomas Murphy
Planning Budget and Facilities	Erik Nordenhaug
Faculty Development	Ann Fuller and April Garrity
Faculty Welfare	Mirari Elcoro
Honors Advisory	Jonathan Roberts
Interdisciplinary Studies	
International Programs and Activities	
Library	Jennifer Zettler
Student Success	Faustina Smith
Writing	Cynthia Costa
University Curriculum	Rick McGrath

Academic Standards

The Academic Standards Committee shall be composed of six (6) faculty members, with at least one faculty member from each of the four colleges; along with the following ex-officio, non-voting members: the Vice President for Student Affairs or his or her designee; the Vice-President for Academic Affairs or his or her designee; the Registrar or his or her designee; the University Appeals Officer; a representative from the Counseling Services Office; and four non-voting student members. The four students shall be the President and Vice-President of the Student Court, the President of the Student Government Association, and one student-at-large.

<u>FACULTY</u>	<u>Yrs served (including 13-14)</u>	<u>College</u>	<u>Department</u>	<u>Academic Conduct Subcomm</u>	<u>Student Conduct Subcomm</u>
Nti, Kwaku	1	COLA	HIST	Y	Y
Hsu, Pang-Chieh	1	CLA	AMT	Y	Y
Lee, Rochelle Bornett	1	CHP	RADS	Y	Y
Reed, Joy	1	CST	CSIT	Y	Y
Hubbard, Barbara	2	COE	CESE (Senate Liason)		
Schaefer, Kathy	1	CHP	RHAB	Y	Y
TBD			VP Student Affairs or rep	Y w/o voting rights	Y w/ voting rights

Ginter, Judy			Registrar or rep	Y	
Bryan, Richard (Chair)			University Appeals Officer	Chair	
Mitchell, John			Counseling Services rep	Y	
			Student rep		Y
			Student rep		Y
			Student rep		Y
			Student rep		Y

Education Technology

The committee shall be composed of ten members, including seven faculty members with at least one member from each of the Colleges, and a representative from Computer and Information Services who shall serve as an ex-officio, non-voting member. One undergraduate and one graduate student, nominated by the Student Government Association and Graduate Student Council respectively, will serve as voting members of the Student Voice subcommittee.

<u>FACULTY</u>	<u>Yrs served (including 13-14)</u>	<u>COLLEGE</u>	<u>DEPARTMENT</u>
Murphy, Thomas (Chair)	2	CST	ENGR
Guilliams, Chad	2	CHP	MLS
Primatic, Stephen	1	CLA	AMT
Tiemeyer, Michael	1	CST	MATH (Senate liaison)
Eley, Ela Kaye	1	COE	AAED
Beth Childress	2	COE	CEED
Padgett, Clifford	2	CST	Chem/Phys
Culberson, Pam		--	CIS rep (ex officio)
Student voice subcommittee			
	1		Undergraduate student rep
	1		Graduate student rep

Faculty Development

The committee shall be composed of eight faculty members, with at least one member/representative from each of the University's Colleges. The Director of Faculty Development and a representative from the Office of Sponsored programs shall serve as ex officio, nonvoting members.

<u>FACULTY</u>	<u>Yrs served (including 13- 14</u>	<u>College</u>	<u>DEPT</u>
TBD	1	CST	PSYC
Sears, Pamela	1	CLA	AMT
Bevis, Rhonda	1	CHP	RESP
Ness, Traci	4	CST	BIOL (senate liaison)
Loyd, Robert	1	COE	AAED
Fuller, Ann (co-Chair)	2	---	LIB
Garrity, April (co-Chair)	2	CHP	CSDS
Thomas, Patrick	1	COE	AAED
Winterhalter, Teresa			Director Faculty Development (ex officio)
Leggett, Tina			Sponsored Progs (ex officio)

Faculty Welfare

The committee shall be composed of nine faculty members, with two from the College of Liberal Arts, two from the College of Science and Technology, two from the College of Education, two from the College of Health Professions, and one from the Library. At least one member must hold graduate faculty status.

<u>FACULTY</u>	<u>Yrs served (including 13-14)</u>	<u>College</u>	<u>DEPT</u>
Grundstad-Hall, Emily	1	CLA	AMT
Wallace, Richard	1	CST	CHEM
Elcoro, Mirari (Chair)	1	CST	PSYC
Logan, Brenda	1	COE	AAED
Whitford, Ellen	3	COE	AAED
Tuck, Linda	1	CHP	NURS
Roldan, Gracia	2	CLA	LLP
Hopkinson, Caroline	1	--	LIBR
Blackwell, Jane	1	CHP	NURS (Senate liaison)

Honors Advisory

The committee shall consist of five faculty members, of whom at least three have working experience in the honors program, the Director of the Honors Program, and one undergraduate student representative, all of whom have voting rights. In consultation with the Director of the Honors Program, the President of the Student Government Association shall appoint the student representative on the Honors Committee. One faculty member shall serve as Committee chair and one faculty member shall serve as Committee secretary.

<u>FACULTY</u>	<u>Yrs served (including 13-14)</u>	<u>College</u>	<u>DEPT</u>
Craven, Kathryn	1	CST	BIOL (senate liaison)
Burke, Kathleen	1	CLA	CJSPS
Brawner, James	1	CST	MATH
McAdams, Rod	3	CHP	HSCI
Ogletree, Glenda	1	COE	CEED
		--	(Student rep.)
Roberts, Jonathan (Chair)		--	Dir. Hon. Prog. (ex officio)

Interdisciplinary Studies

The committee shall be composed of nine to fifteen faculty members: it must include the coordinators of all interdisciplinary majors. A minimum of five faculty representing various interdisciplinary minors or certificates shall serve on this committee. A chair for the committee shall be elected at the first meeting of each academic year. The faculty members of the committee shall serve two year terms.

<u>FACULTY</u>	<u>Yrs served (including 13-14)</u>	<u>College</u>	<u>DEPT</u>	
Rago, Jane	2	CLA	LLP	Gender & Women's Studies Director coordinator interdis major
Peggy Clifton	1	CLA	LLP	Liberal Studies coordinator interdis major
Arens, Olavi	3	CLA	LLP	EU Studies
da Cruz, Becky	2	CLA	CJSP	coordinator interdis major Law & Society; AND Cyber Security
Deaver, Bill	3	CLA	LLP	Latin American Studies (senate liaison)
Nordenhaug, Erik	5	CLA	LLP	Religious Studies
TBD	5	CLA	AMT	potential interdis minor or certificate
Mason, Lauren	1	CLA	AMT	African-American Studies potential interdis minor or certificate
Buelow, Janet	1	CHP	HSCI	
Burnett, Beth	2	---	LIB	
Student reps				
	1 yr term	--	--	--
	1 yr term	--	--	--

International Programs & Activities

The committee shall be composed of five faculty representatives; one student representative (nominated by the Student Government Association); two representatives from the various international councils, organizations, and programs (nominated by the Director of International Education and drawn from the campus representatives to the European, Asian, African and Americas Councils of the University System of Georgia; the campus representative to the Georgia Consortium for International Studies; members of the European Union Certificate Program; and members of the Latin American Certificate Program); two study abroad program directors (nominated by the Director of International Education); The Director of International Education shall serve as an ex officio, non-voting member. The members of the committee shall elect one of the five voting faculty representatives as Chairperson.

<u>FACULTY REPS</u>	<u>Yrs served (including 13-14)</u>	<u>College</u>	<u>DEPT</u>	<u>Position</u>
Wang, Hongjie	2	CLA	HIST	--
Harris, Robert	2	CLA	AMT	--
Tatlock, Jason	2	CLA	HIST	--
Stout, Kristen	1	LIBR	LIBR	--
Strauser, Ed	3	COE	AAED	(senate liaison)
<u>CAMPUS REPS</u>				
Anderson, Jim				Director (ex officio)
Hongjie, Wang			HIST	
Beck, Jason			ECON	
Mason, Lauren			LLP	
Tatlock, Jason			HIST	
<u>STUDENT REP</u>				
	--	--	--	Student Rep

Library

The voting membership of the committee includes one faculty member from each college, one faculty member from the Library other than the University Librarian, and one undergraduate student member. The University Librarian will be a non-voting, ex officio member of the committee.

<u>FACULTY</u>	<u>Yrs served (including 13-14)</u>	<u>College</u>	<u>DEPT</u>
Zettler, Jennifer (Chair)	1	CST	BIOL
Donahue, Michael	1	CLA	CJSPS (senate liaison)
Gilliard-Smith, Sharon	1	CHP	RADS
Hobe, John	1	COE	CEED
Jones, Robert	1	--	LIBR
		--	Student rep
Frazier, Doug	Univ Libn	--	LIBR (ex officio)

Planning, Budget, and Facilities

The committee shall be composed of nine faculty representatives, one undergraduate and one graduate student, and various ex officio, non-voting members. The nine faculty representatives shall consist of two faculty representatives from each of the four colleges, and one from the Library, where at least one of the faculty representatives must hold graduate faculty status. Ex officio, non-voting members will be one department head, one dean, the Vice President for Academic Affairs, the Vice President for Student Affairs, the Vice President for Financial Services, and the Vice President of External Affairs.

<u>FACULTY</u>	<u>Yrs served (including 13-14)</u>	<u>College</u>	<u>DEPT</u>	<u>Grad Faculty Status</u>
Garrison, Judith	2	--	LIBR	No
MacGowan, Catherine (Cathy)	1	CST	CHEM(senate liaison)	?
Wong, Jane	2	CST	PSYC	?
Tyger, Rona	1	COE	AAED	?
Roberts, Lynn	3	COE	AAED	No
Gilbert, Catherine	3	CHP	NURS	Yes
Behringer, Debra	1	CHP	NURS	?
Reese, Randall	1	CLA	AMT	Yes
Nordenhaug, Erik (Chair)	2	CLA	LLP	No
			Graduate student rep	
			Undergraduate student rep	
Saadatmand, Yassaman		Ex officio	Dept. Head-	ECON
Barrett, Laura		Ex officio	Dean- Liberal Arts	
Carey Adams		Ex officio	V.P. Acad Affairs	
TBD		Ex officio	V.P. Student Affairs	
David Carson		Ex officio	V.P. Financial Affairs	
William Kelso		Ex officio	V.P. Advancement	

Research & Scholarship

The committee is comprised of fourteen faculty members: at least two from each college, and six at-large members. At least two faculty members must hold graduate faculty status. At the beginning of the first meeting of the academic year, the committee shall elect a chair. No more than one member from any one department may serve on the committee at the same time. The fourteen faculty members will be divided evenly into two subcommittees: the Faculty Research and Scholarship Subcommittee and the Student Research and Scholarship Subcommittee, such that subcommittee membership requirements are met. No one member will serve on both subcommittees. The chair of this committee will also serve as chair of the Faculty Research and Scholarship Subcommittee.

<u>FACULTY</u>	<u>Yrs served (including 13-14)</u>	<u>COLLEGE</u>	<u>DEPT</u>	<u>GRAD STATUS</u>
Kim, Jackie	3	COE	CESE	Y
Davis, Edward	1	COE	AAED	?
Belzer, Allison (Student R&S Chair)	3	CLA	HIST	Y
Hollinger, Karen	1	CLA	LLP	N
Williams, Joshua (Fac. R&S Chair)	1	CST	PSYC	N
Secrest, Jeffrey	2	CST	CHEM	N
Mahan, Pam	2	CHP	NURS	Y
Bosak, Andy	1	CHP	HSCI	N
Saad, Ashraf	3	At-large	CSCI(sen te liaison)	?
Masini, Doug	3	At-large	RESP	N
Eastman, Sean	2	At-large	MATH	N
Goeser, Priya	1	At-large	ENGR	N
Josephat, Floyd	2	At-large	MLS	Y
Jamieson, Deborah	2	At-large	AMT	Y

Student Success

The committee shall be composed of ten faculty representatives with at least two from each college, one undergraduate student, one graduate student, and seven ex officio non-voting members. The ex officio, non-voting members are the Director of Academic Orientation and Advisement, the Director of Multicultural Affairs, the Registrar, the Director of the Honors Program, the Director of Financial Aid, the Associate Vice President for Enrollment Management, and the assistant Vice President of Graduate Studies.

<u>FACULTY</u>	<u>Yrs served (including 13-14)</u>	<u>College</u>	<u>DEPT</u>
Baptiste-Field, Megan	1	CLA	AMT
Holt, Patricia	2	COE	AAED
Brooksher, Kelly	1	COE	CEED
Smith, Faustina (Chair)	3	CST	CHEM/PHYS
McCarley, Nancy	1	CST	PSYC
Clark, Maya	1	CHP	RHAB
Bringman, David	3	CHP	PT(Senate liaison)
Bailey Jennifer	1	CST	BIOL
Jackson, Melissa	1	LIBR	LIBR
Wheeler, David	2	CLA	LLP
			Undergraduate rep
			Graduate rep
Greg Anderson		Ex officio	Director Academic Orient. Advisement
		Ex officio	Director of Multicultural Affairs
Judy Ginter		Ex officio	Registrar
Jonathan Roberts		Ex officio	Director of the Honors Program
LeeAnn Kirkland		Ex officio	Director of Financial Aid
		Ex officio	Assist. VP for Enrollment Management
Dr. John Kraft		Ex officio	Graduate Studies Chief Officer
TBD		Ex-officio	First-Year Experience Director

Writing

The committee shall consist of seven faculty members and two students: one faculty representative from each of the four colleges of the university, one at-large member, one Faculty Senate Representative, the Director of the Writing Center, one student nominated by the Director of the Writing Center and one undergraduate student nominated by the Student Government Association. The Director of the Writing Center shall serve as an ex officio, non-voting member of the committee.

<u>FACULTY</u>	<u>Yrs served (including 13-14)</u>	<u>College</u>	<u>DEPT</u>
Todesca, James	3	CLA	HIST
Hagerty, Deb	1	CHP	NURS (senate liaison)
Dawers, Bill	1	CLA	LLP
Costa, Cynthia	3	CLA	AMT
Roessing, Lesley	3	COE	AAED
Eastman, Sean	2	CST	MATH
Brown, Tricia	3	At large	MATH
			Student nom'd via SGA
			Student nom'd via Prof. Reese
Reese, Deborah			Director, Writing Center (ex officio)

Graduate Affairs Committee

(membership handled internally by this committee)

The committee will be composed of one graduate faculty member with associate or full graduate faculty status from each of the following graduate programs: early childhood education, middle grades and secondary education, adult education, special education, communication sciences and disorders, health services administration, public health, sports medicine, nursing, physical therapy, criminal justice, history, liberal and professional studies, and computer science. In addition, two additional at-large members will be included from disciplines not otherwise represented on this committee. The chief officer of the School of Graduate Studies, Academic Deans (or their designees), and the Advisor to the Graduate Student Coordinating Council serve as ex-officio, non-voting members of the committee.

Faculty	Yrs served (including 12-13)	College	Program rep
Assignments to be finalized by GAC @ first meeting in fall term			
		COE	ECE
		COE	C & I
		COE	AED
		COE	MGSE
		COE	SPED
		CHP	CSDS
		CHP	HSA
		CHP	PH
		CHP	SM
		CHP	NURS
		CHP	PT
		CLA	CJ
		CLA	HIST
		CST	CSIT
		CLA	MALPS
			At large ()
			At large ()
Dr. John Kraft			Graduate Studies Chief Officer (Ex officio)
Gregerson, Robert		CST	Interim CST Dean (Ex officio)
Barrett, Laura		CLA	CLA Dean (Ex officio)
Wachholtz, Patricia		COE	COE Dean (Ex officio)
Ward, David		CHP	CHP Dean (Ex officio)
Kelso, Bill			Graduate Coordinating Council Advisor (Ex officio)

University Curriculum Committee

– (Elected by each college)

The University Curriculum Committee shall consist of thirteen members of the faculty plus the catalog editor (ex officio, non-voting). At the beginning of the first meeting of the academic year, the committee shall elect a chair by private ballot. The chair shall retain voting privileges. There shall be four faculty members from the College of Liberal Arts, two members from the College of Education, three members from the College of Health Professions, and four members from the College of Science and Technology. Reapportionment of the committee will be evaluated on the same schedule as for the Senate. Faculty terms shall be two years; no more than two successive terms shall be served by any person. Each college will elect their own representatives. No more than one member from any one department/program may serve at one time on the committee.

Faculty	Yrs served (including 13-14)	College	Department rep
Sara Gremillion	1	CST	BIOL
Kam Lau	3	CST	CSIT
Suzy Carpenter	2	CST	CHEM
Mirari Elcoro	2	CST	PSYC
Denene Lofland	3	CHP	MEDT
Catherine Gilbert	4	CHP	NURS
David Lake	1	CHP	RAD SCI
Becky da Cruz	1	CLA	CJSPS
Robert Harris	2	CLA	AMT
Richard McGrath	4	CLA	ECON
Lauren Mason	1	CLA	LLP
Jackie Kim	1	COE	CEED
Lynn Long	2	COE	AAED
Phyllis Fulton	--	--	Catalog Editor (ex officio)

Faculty Senate Committees (Senators only)

Steering Committee: Membership is composed of the officers of the Senate. In addition, one Senator each from the College of Liberal Arts, the College of Education, the College of Health Professions, and the College of Science and Technology shall be appointed by the President of the Senate. The appointed members shall be confirmed by the Senate at its first meeting in the fall. The Parliamentarian shall serve as an ex officio, non-voting member. The President of the Senate shall chair this committee.

Faculty	Yrs served (including 13-14)	College
William Baird	2	CST
Wayne Johnson	3	CST
Beth Howells	2	CLA
Leigh Rich	1	CHP
Regina Rahimi	1	COE
Wendy Wolfe	1	CST

Elections Committee

The Elections Committee shall consist of five Senators elected by the Senate. No member of the Elections Committee can be nominated for Senate office.

Faculty	Yrs served (including 13-14)	College
Christine Moore	3	CHP
Deb Hagerty	1	CHP
Erik Nordenhaug	1	COLA
Melissa Jackson	1	(Library)

Committee on Committees

The Committee on Committees shall consist of four Senators elected by the Senate.

Faculty	Yrs served (including 13-14)	College
Dorothee Mertz-Weigel	1	CLA
Leigh Rich	1	CHP
Brent Feske	1	CST
Elizabeth Desnoyers-Colas	1	CLA

Constitution and Bylaws Committee

The Committee on the Constitution and Bylaws shall consist of three Senators elected by the Senate.

Faculty	Yrs served (including 13-14)	College
Catherine MacGowan	1	CST
Jane Blackwell	1	CHP
Bill Deaver	1	COLA

Faculty Senate Standing Committee Charges

Academic Standards

Charges for 2013-2014:

1. Elect a chair.
2. Review bylaws and consider revisions or any potential combinations with other committees to streamline Senate Committee structure.
3. Brainstorm on potential charges for the 2013-2014 year.

Education Technology

Charges for 2013-2014:

1. Elect a chair.
2. Review bylaws and consider revisions or any potential combinations with other committees to streamline Senate Committee structure.
3. Brainstorm on potential charges for the 2013-2014 year.

Faculty Development

Charges for 2013-2014:

1. Elect a chair.
2. Review bylaws and consider revisions or any potential combinations with other committees to streamline Senate Committee structure.
3. Brainstorm on potential charges for the 2013-2014 year.
4. Consider collaboration with Dr. Erlix.

Faculty Welfare

Charges for 2013-2014:

1. Elect a chair.
2. Review bylaws and consider revisions or any potential combinations with other committees to streamline Senate Committee structure.
3. Brainstorm on potential charges for the 2013-2014 year.
4. Develop a bill/resolution or recommendation for faculty workload statement
5. Develop a bill/resolution for plus one benefits—see UGA or GA Tech models.
6. Develop a bill/resolution for APARs or APAR revisions.
7. Consider strategies for arguing for raises or incentives in the absence of salary increases. Is an examination of administrative salaries or bloat in order?
8. In her Budget presentation, Dr. Bleicken discussed “retention of high-performing faculty” as a priority? How will that be operationalized?

Honors Advisory

Charges for 2013-2014:

1. Elect a chair.
2. Review bylaws and consider revisions or any potential combinations with other committees to streamline Senate Committee structure. Should this be a committee of the Senate?
3. Brainstorm on potential charges for the 2013-2014 year.

Interdisciplinary Studies

Charges for 2013-2014:

1. Elect a chair.
2. Review bylaws and consider revisions or any potential combinations with other committees to streamline Senate Committee structure. Should this be a committee of the Senate?
3. Brainstorm on potential charges for the 2013-2014 year.

International Programs & Activities

Charges for 2013-2014:

1. Elect a chair.
2. Review bylaws and consider revisions or any potential combinations with other committees to streamline Senate Committee structure. Should this be a committee of the Senate?
3. Brainstorm on potential charges for the 2013-2014 year.

Library

Charges for 2013-2014:

1. Elect a chair.
2. Review bylaws and consider revisions or any potential combinations with other committees to streamline Senate Committee structure. Should this be a committee of the Senate?
3. Brainstorm on potential charges for the 2013-2014 year.

Planning, Budget, and Facilities

Charges for 2013-2014:

1. Elect a chair.
2. Review bylaws and consider revisions or any potential combinations with other committees to streamline Senate Committee structure. Should this be a committee of the Senate?
3. Brainstorm on potential charges for the 2013-2014 year.
4. Resume planning and budget initiative

Research & Scholarship

Charges for 2013-2014:

1. Elect a chair.
2. Review bylaws and consider revisions or any potential combinations with other committees to streamline Senate Committee structure. Should this be a committee of the Senate?
3. Brainstorm on potential charges for the 2013-2014 year.

Student Success

Charges for 2013-2014:

1. Elect a chair.
2. Review bylaws and consider revisions or any potential combinations with other committees to streamline Senate Committee structure. Should this be a committee of the Senate?
3. Brainstorm on potential charges for the 2013-2014 year.

Writing

Charges for 2013-2014:

1. Elect a chair.
2. Review bylaws and consider revisions or any potential combinations with other committees to streamline Senate Committee structure. Should this be a committee of the Senate?
3. Brainstorm on potential charges for the 2013-2014 year.

**Faculty Senate Resolution FSR-2013-08-19-01:
Affirmation of Faculty Governance of Academic Issues**

Whereas, the Preamble of the Constitution of the Armstrong Faculty Senate states "... the Senate will represent the faculty in fulfilling its duties, privileges, and responsibilities in governance and in furthering the mission of the university in issues of academic concern and academic leadership."; and

Whereas, the mission of the Student Success Committee states that it "shall recommend policies on recruitment, admissions, advisement, and retention."; and

Whereas, Armstrong's strategic plan affirms the importance of shared governance as a core value: "We value transparency that fosters shared governance."; and

Whereas, Armstrong's vision is to be "an academically selective institution of first choice..." ; and

Whereas, in May 2012, the regular admissions minimum core high school grade point average (GPA) requirement was changed from 2.0 to 2.5 effective for the 2012-13 catalog without any discussion with faculty senate and/or related standing committees of the faculty senate.

Therefore be it resolved that while the Armstrong Faculty Senate strongly supports the increase in admission standards, it strongly disapproves of the lack of transparency in how this policy was conceived and implemented. Furthermore, the abruptness of the policy change without a prior presentation of an implementation plan to the faculty senate leadership suggests either a lack of long term planning or transparency in said planning; and

Therefore be it resolved that the Armstrong Faculty Senate reaffirms its primary duty, interest and responsibility in the governance of academic issues and leadership at Armstrong Atlantic State University.

**Faculty Senate Bill FSB-2013-08-19-03:
Transparency in Armstrong Infrastructure Planning**

Whereas, the responsibilities of the Planning Budget and Facilities (PB&F) Committee includes “recommendations concerning strategic planning, budgeting (including long-range planning and the annual budget prior to its submission to the Board of Regents), as well as **planning, development, and expansion of physical facilities when such endeavors affect the academic mission of the university.**”

Whereas, Planning Budget and Facilities presented the Armstrong Faculty Senate with the Office of Business and Finance’s list of Armstrong infrastructure projects at the April 15, 2013 senate meeting that included the Arts Drive resurfacing project; and

Whereas, this list did not include the dates nor the priorities of any of the listed projects; and

Whereas, on Friday, July 19, 2013 at 4:47pm, Armstrong faculty and staff were informed that Arts Drive would be closed for resurfacing beginning on Monday, July 22, 2013, and would remain fully and/or partially closed for 45 days; and

Whereas, during this construction work, students, staff, and faculty would be expected to rely on Library Drive to egress one of the largest student parking lots on campus during one of the busiest times of the academic year; and

Whereas, the sole use of Library Drive based on this plan would have resulted in significant delays for all campus commuters, but especially our students; and

Whereas, after strong objections from the faculty senate and other stakeholders, the construction plan was modified to minimize the closure of Arts Drive.

Therefore be it resolved, the Armstrong Faculty Senate expresses grave concern for the lack of adequate planning and communication to the Armstrong community about an infrastructure project that ultimately impacts the academic mission of the university; and

Therefore be it resolved, the Armstrong Faculty Senate requests that the Office of Business and Finance provide PB&F with an annual list of any planned development and/or expansion of physical facilities that impacts the academic mission of the university by the third week of the academic year. The list should include tentative start and end dates for each project. At least six weeks before the start date of each project, the Office of Business and Finance will provide PB&F with a project implementation plan consisting of no less than a campus communications plan and a detailed timeline of project milestones.

Faculty Senate Bill FSB-2013-08-19-04:
Promotion of Shared Governance

Whereas the stated core of Armstrong's mission is teaching and;

Whereas that action occurs between students and faculty and;

Whereas the faculty are the long-term citizens of the university community and are responsible for directing the teaching and research activities that draw the students to Armstrong and;

Whereas **all other** positions on campus, *essential as they may be to the effective functioning of the university*, are **in support of teaching and research** and;

Whereas there have been a number of administratively driven substantial changes made in the recent past that would have been received and quite possibly developed better had there been faculty input, the Faculty Senate requests that, for all current or future councils, task forces, search committees or other committees created by the President or any Vice President, the creator of such a body will allow the President of the Senate to appoint (or decline to appoint) a faculty representative to that body. This representative will report back to the Faculty Senate via the Faculty Senate Secretary where possible.

Planning, Budget & Facilities Committee Request for Faculty Planning Facilitators

Beginning next Fall 2013 Semester, the Planning Budget and Facilities (PBF) committee will be attempting to fulfill its primary mission which is to provide FACULTY-GROWN long range planning recommendations to the President through the senate. The PBF committee will be asking senators and other faculty in as many departments as possible at the beginning of next Fall Semester to facilitate discussions first at the department level regarding faculty suggestions for long range planning. We would ask that department heads at their opening Fall Semester department meetings allow these senators and their faculty some agenda time to discuss faculty recommendations for long range planning. We would also ask that over the summer faculty be thinking about this and be prepared in the Fall to make concrete suggestions regarding our long range planning. Short range planning suggestions are welcome also.

After discussions begin at the department level, the PBF committee with the help of Deans will sponsor some college-wide discussions of long range planning. Eventually, recommendations that emerge from these discussions will be organized and categorized in the PBF committee and be submitted to the faculty senate for its consideration before moving on to the president, if approved by the senate.

As you can imagine, this is a large daunting task and for it to be successful, we will need as many faculty voices participating as possible. What are our faculty hopes for the long range directions of Armstrong?

Planning, Budget & Facilities Committee Bylaws

Mission

The Planning, Budget, and Facilities Committee shall advise the President of the University through the Senate on the issues related to the budget and planning processes where they affect the academic mission of the university.

Duties

Responsibilities include recommendations concerning strategic planning, budgeting (including long-range planning and the annual budget prior to its submission to the Board of Regents), as well as planning, development, and expansion of physical facilities when such endeavors affect the academic mission of the university.

Call for Faculty Planning Facilitators

The PBF committee will ask all of its regular faculty committee members to talk with their respective department heads about getting on the first department meeting agenda to initiate a planning discussion at the department level and to have notes from that discussion emailed back to the planning discussion coordinator: erik.nordenhaug@armstrong.edu

Other Planning Discussion Facilitators will be needed at the department level and we would ask first for senators to volunteer since eventually the senators will be required to vote on the Planning Bill or Resolution in the Senate. Only one discussion facilitator per department will be needed and responsibilities will include: (a) prompting the department discussion with a description of this planning plan and making a few starting suggestions, (b) taking some notes, and (c) emailing those notes to erik.nordenhaug@armstrong.edu for organizing and sharing with the PBF committee members.

If we do not have volunteers from all departments, we will make an effort to appoint some faculty representative of that department to initiate planning discussions in that department.

Official committee chairs for next year have not yet been elected. For the moment, Erik Nordenhaug who is currently a member of the Planning, Budget & Facilities Committee is acting as coordinator of the project which was discussed and supported in committee this past year. During the summer, a list of facilitator volunteers will be formed for as many departments on campus as possible. Please email erik.nordenhaug@armstrong.edu if you are willing to initiate these discussions in your department as early as possible during the summer. If we have all the discussion facilitators for as many departments as possible identified before August 1, then the first round of department discussions can begin in August and early September department meetings. The second round college-level planning discussions will occur in college forum meetings for all who wish to attend and help shape faculty long-range recommendations.

If you have addition questions, contact erik.nordenhaug@armstrong.edu .

Examples of long range planning recommendations:

1. Within five years, the [Office of Advancement](#) will establish five full scholarships to attract top students to Armstrong
2. Within five years, the office of First Year Experience will hold an annual freshman convocation to welcome new students to campus and to establish an Armstrong tradition.
3. Within five years, Armstrong will increase the number of underrepresented tenure-track faculty members by 20%.