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11-27-2018

### Faculty Senate Minutes

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# Georgia Southern University

## Faculty Senate Meeting

November 27th, 2018

4:00-6:00pm

### Nessmith-Lane Ballroom

847 Plant Dr, Statesboro, GA 30458

### SSC Savannah Ballroom

11935 Library Dr, Savannah, GA 31419

#### Voting Members Present:

M. Rocio Alba-Flores (CEC), Peter Rogers (CEC), Hayden Wimmer (CEC), Jim Harris (CEC), Wayne Johnson (CEC), Dustin Anderson (CAH), Robert Costomiris (CAH), Michelle Haberland (CAH), Drew Keane (CAH), Jennifer Kowalewski (CAH), Richard Flynn (CAH). Carol Jamison (CAH). Chris Cartright (CAH), Heidi Altman (CBSS). Ted Brimeyer (CBSS). Christopher Brown (CBSS), Robert Pirro (CBSS), Janice Steirn (CBSS), Meghan Dove (CBSS). Kevin Jennings (CBSS), Dennis Murphy (CBSS), Chuck Harter (COB). Stephanie Sipe (COB), Lowell Mooney (COB), Bill Yang (COB), Maliece Whatley (COB), Mete Akcaoglu (COE), Meca Williams-Johnson (COE), Patricia Holt (COE), LindaAnn McCall (COE), Daniel Chapman (COE), Lucas Jensen (COE), Dragos Amarie (COSM), Ed Mondor (COSM), Yi Lin (COSM), Hans-Joerg Schanz (COSM), Marshall Ransom (COSM), Jeffery Secrest (COSM), Sungkon Chang (COSM), Donna Mullenax (COSM), Jennifer Zettler (COSM), Brian Rooney (COSM), Lori Gwinnett (LIB), Kristi Smith (LIB), Aimee Reist (LIB), Andrew Hansen (JPHCOPH), Helen Bland (JPHCOPH), Christy Moore (WCHP), TimMarie Williams (WCHP), Katrina Embrey (WCHP), Jan Bradshaw (WCHP), Gina Crabb (WCHP), Michael Cotrone (LIBTY)

**Alternates Present:** Maria Adamos (CAH), Kevin Jennings (CBSS), Alissa Lee (COB), Linda McCall (COE), Sam Opoku, (JPHCOPH),

**Voting Members Not Present:** Mete Akcaoglu (COE), Anoop Desai (CEC), Robert Jackson (COB), Amanda Konkle (CAH), Hsiang-Jui Kung (COB). Eric Landers (COE), Alisa Leckie (COE), Li Li (WCHP), Tony Morris (CAH), Tracy Ness (COSM), Jared Sexton (CAH), Jack Simmons (CAH), Jorge Suazo (CAH). Marian Tabi (WCHP), James Todesca (CAH), Bill Wells (COB)

**Administrators:** Carl Reiber (Provost), Diane Cone (Vice President), Georg Lewis (VP for Student Affairs), Amy Ballagh (VP for Enrollment Management), Chris Curtis (VP for Armstrong and Liberty campuses), Mohammad Davoud (Dean, AEP College of Engineering and Computing), Greg Evans, (Dean, Jiann-Ping Hsu College of Public Health), Barry Joyner, (Dean, Waters College of Health Professions), John Kraft, (Interim Dean, College of Behavioral and Social Sciences)

**Guests:** Brad Sturz (CBSS, OIE), Candace Griffith (VPAA), Bridget Melton (WCHP), Kelly Crosby, Amy Smith, Beth Durodoye, Dorothee Mertz-Weigel (OIPS), Christine Ludowise, Christine Ludowise, Terri Flateby, Jonathan Hilpert (COE), Jim LoBue (COSM), Brenda Black, Delena Bell Gatch (OIE), Ashley Colquitt (Graduate Studies)

## Meeting

### I. CALL TO ORDER

Dustin Anderson called the meeting to order at 4:04 pm on November 27, 2018. He noted that next year, the Senate will have an August meeting that includes an orientation and meet-and-greet.

### II. APPROVAL OF AGENDA

Richard Flynn (CAH) made a motion to approve the agenda for today's meeting. A second was made by Lori Gwinnett (LIB). The motion to approve the agenda passed

**III. APPROVAL OF THE MINUTES: October 16, 2018** – Carol Jamison (CAH), Senate Secretary

Motion: Carol Jamison made a motion to approve the minutes from the October 16 meeting. Jeffrey Secrest (COSM) seconded, and the motion to approve the minutes passed. One opposed. One error was noted and will be corrected: Trish Holt (COE) was in attendance.

**IV. LIBRARIAN'S REPORT: November 27, 2018** – Meca Williams-Johnson (COE), Senate Librarian

Meca Williams-Johnson (COE) made a motion to approve the librarian's report. Richard Flynn (CAH) seconded this motion, and the motion to approve the minutes was passed.

- a. General Education and Core Curriculum Committee – Michelle Cawthorn (COSM), Chair

There was no report. Delana Gatch explained that the meeting was cancelled. An electronic vote was taken on one item, review of a rubric; all were in favor.

- b. Undergraduate Committee – Chris Cartright (CAH), Chair

Chris Cartright reported that the committee seeks to ensure that curricula and programs must be entered properly into the CIM (Curriculum Inventory Management) system & Course Leaf with SLOs in place. Courses already entered were approved provisionally without SLOs, but going forward, SLOs must be included.

**Motion:** Chris Cartright made a motion to approve the report. Maria Adamos seconded. This motion passed.

## V. ACTION ITEMS

### Announcements

- a. **AdHoc International Committee** – Felix Hamza-Lup (CEC) and Dustin Anderson (CAH), Senate Executive Committee, Chair (page 3)

Dorothee Mertz (CAH/OPIS) explained that the intention of this committee is to create a new venue that will foster international programs in the spirit of inclusion and diversity. Ted Brimeyer (CBSS) asked for specifics about what might constitute these initiatives. Dustin Anderson responded that they would help Fulbright students and faculty, study abroad work, and other programs that might not be included elsewhere. It will help us build a more permanent structure to enhance international studies. Dorothee Mertz added that it will inform faculty about international initiatives, such as training. This ad hoc committee will bring back a follow-up report to the Senate in the spring.

- b. **Elections Process** – Meca Williams-Johnson (COE), Elections Committee, Chair

Meca Williams-Johnson said that there will be some changes to increase transparency in the elections process. She listed the following:

1. Accurate rotations for current senators and apportionment;
2. It will begin a call for Senate leadership starting this week for Fall, 2019;
3. the call will be until January 15<sup>th</sup>-January 22; Senate voting will extend from January 22 to February 4
4. Elections complete and all results announced by February 5.

She added that Senate representation for other committees will be in April and voted on in August.

### New Item

- a. **Changes to the Faculty Handbook** – Jonathan Hilpert (COE), Faculty Welfare Committee, Chair (page 4)

Jonathan Hilpert (COE) reminded Senate members that two items had been sent back to committee, which he now brought forward for approval.

**Motion:** A motion was made by Helen Bland (JPHCOPH) to approve Section 322.02. A second was made by Trish Holt (COE). There was no discussion. Motion passed with no opposition.

**Motion:** A second motion was made to approve Section 322.03 by Kristie Smith (LIB). Helen Bland (JPHCOPH) seconded the motion. There was no discussion. Motion passed with no opposition.

### Tabled Item

- a. **Guidelines for the Faculty Grievance Committee** – Jim LoBue (COSM), Faculty Welfare OWG (page 8)

Jim LoBue corrected his previously-submitted report noting that the proper number for Armstrong representation on this committee from the Department of Business should reflect that the number two was crossed out and replaced by one, making for a total of six.

**Motion:** A motion was made by Rob Pirro (CBSS) change the number of representatives on the grievance committee as indicated by Jim LoBue. Janice Steirn (CBSS) seconded. There was no discussion. Motion passed with no opposition.

## VI. PRESIDENT'S REPORT (combined with Provost's report)– Carl Reiber (VPAA) spoke for Shelley

Nickel (PRES) who could not be in attendance.

Provost Reiber thanked the faculty for a successful semester. He noted that we have come through consolidation but are still working on some things and correcting oversights. He believes we have made good progress but will continue to work.

The Strategic Planning Committee is off the ground and running. Helen Bland (JPHCOPH) and Julie Gerbsch (Development) have begun work, emphasizing key points of focus such as student success and diversity. January and February will see more activity as subcommittees begin giving feedback. Helen Bland added that faculty will receive an email about SOARS, which will allow faculty to participate in the strategic planning process. Reiber explained that the committee's goals are to create a living document that points to the future, identifies key areas, develops goals and metrics, and is continually evolving. He wants to be sure that everyone has an opportunity to contribute. This was the charge from the president, and he stated that he has further reiterated this message to the committees and subcommittees.

He then gave an update on our diversity missives. A new course will not be created on diversity although students requested it, and it was falsely reported in the local media. It was decided that diversity elements should be added to first and second year courses instead. Area B is an appropriate area for these kinds of missives, Reiber stated. We are working actively to look at the kind of content that can be added to first and second year experience. Some of this material may be piloted in the spring for first year courses. He encourages faculty to engage Dr. Damon Williams, who has been hired to lead these missives and who has made remarkable progress. Dr. Williams brings many years of experience to our campuses. He will set the stage for our diversity strategic plan. He has developed a survey for our students to 'take the temperature' of our campus. Reiber explained that this is not a scientific survey. The survey will stay open through the end of January to ensure student feedback. A program survey is going to deans about higher level 'things' going on around campus, such as diversity goals. Faculty may be asked by dean or chair to give some information, which will then be submitted to Dr. Williams. Dr. Williams and his team will be back in January to host some listening sessions. The survey will inform how he runs these sessions. He will return in February for a broad, campus wide diversity summit. Subsequently, he will be back as needed. He will then be pulling together recommendations for review.

Lastly, Reiber gave enrollment reports. For Spring, applications are up 32% for new freshmen and dual enrollment and flat for incoming graduate students. Summer applications are up for all groups; freshman applications are up 25%; transfer 97%, and graduate up 75%. Fall applications are up 20% for freshman and distance education and 18% for transfer students. We are down a bit for graduate students. We are down in student credit hours. The reason this is significant is that we are down in student hours, which affects funding. We need to look closely at recruitment, he claims. The university came up with "no fee November" which was very successful and led to almost 3000 more applications than the previous year. We can now communicate with these applicants in real time. Engaged students are more likely to follow through and attend GSU. Reiber hopes these kinds of initiatives will help our enrollment turn the corner. We will continue to identify potential students and engage them. Other initiatives include tweaking Liberty enrollment and class offerings. The same is true for the Armstrong campus. The deans have been asked to expand class offering to ensure that students advance and graduate without barriers. He finds it important that faculty and staff have input and help build GSU in positive ways. Serving on committees when asked is very important as set the stage for the future.

**Question:** Janice Steirn (CBSS) wonders if diversity efforts are working since our campus is covered with Christmas decorations and music. These things clearly support a single religion and violate policies, she argued. Reiber responded that it is correct that all religions should be celebrated, but decorations are seasonal and not specific.

**Question:** Chris Cartright (CAH) asked how we will ensure that our goals are met regarding diversity. Reiber

reiterated that the survey going out is not a benchmark survey but simply will help Dr. Williams identify raw areas that need to be addressed. His recommendations will have goals and metrics that will help us gauge progress, but faculty and staff will define what is important.

**Question:** Chris Cartright (CAH) followed up by noting a letter from President Nickel in response to recent racial events on our campus. In the letter, there was a reference to free speech. How does university view relationship between free speech and its potential harmful affect? Reiber responded that this is a complicated question. He explained that the Constitution defines free speech, and we follow the Georgia interpretation of the Constitution. Dr. Williams explained how universities handle such situations. Sometimes, there are circumstances that aren't made public. This is the case in many instances. We have to follow due process. The rights of faculty, staff, and student must not be trod on. Any incident is referred to our legal team. We need always to be aware and conscious about how to have difficult conversations, Reiber explained. The first call is whether speech is protected or not. We have to follow the law, he stated. An institution cannot repress free speech. Some upper-level and graduate courses may deal with these issues. We need to have these conversations. Dustin Anderson (CAH) added that we need to build an inclusive culture and communicate effectively with our students about their rights and responsibilities.

**Question:** Robert Costomiris (CAH) noted about enrollment issues that everyone is impacted. Our decline in enrollment is part of the bigger picture of the USG system. He noted an e-clip in which the USG is crowing about enrollment increases at UGA while it is declining at other universities. Why does the USG allow this kind of disparity? Is there no enrollment management at the university system? Years ago, we were told that UGA was maxed out, and yet they are increasing numbers without sufficient housing. This seems like poor management, and we are paying the price, Costomiris stated. Reiber responded that much of the increase is in online programs. He cannot speak to the enrollment management at UGA and Tech, except that the system wants students to get degrees. GSU faces a different problem in that we aren't in the Atlanta area. UGA and Tech are R1, behemoth universities. Other losses have to do with consolidation and the price of higher education as many Atlanta-area parents send their kids locally. Our market share from the Atlanta area is declining. We need to identify areas of excellence where we can bump this up and see why students are choosing GSU. East Georgia has grown in enrollment, and then many of those students transfer to GSU. We have not done our best in recruiting in the 100 mile area, Reiber claims. The East Georgia campus would like to move here (Statesboro), which will make them feel a part of this campus and will grow us. We are in a post-recession paradigm, and it will take us awhile to catch up with this. Parents are looking at college differently and are cost conscious. They want education and a job at the other end. We have to market ourselves to show that we are moving students towards a career although of course we value education. We should consider hybrid courses and developing new programs. 14 institutions dropped enrollment this year. Reiber closed by stating that the demographics are changing with more lower-income students, and we need to accommodate these changes.

**Question:** Robert Costomiris (CAH) asked if the USG manages enrollment, or is it every institution for itself? Reiber says the latter, but we recently hosted a meeting with technical colleges that posed we work together rather than compete. A two-year college can prepare students who will then continue here. For example, a welder may want to run his own business, so we can attract such students. President Nickel is the first in the region to pull together institutions in this way, Reiber claimed. We have to cooperate and engage the community.

**Question:** Michelle Haberland (CAH) commented on the enrollment picture for the future. It seems to look bright if you consider the recent applications. However, she asked about how enrollment impacts funding, especially post-consolidation. Do we know the financial impact of our declining enrollment? What will it be? Reiber said that fewer students mean less money from fees. Fewer student credit hours translate to less money. This loss has been absorbed by the institution. We took a \$700,000 hit because of deficit. The formula now for determining funding is different but is based on credit hours. This means it will go down. This is why we are looking at redirection. It is unpleasant to have less money than before, he noted. This is a lean operation. We don't want a downward spiral but want to position ourselves to rebound. Reiber believes we will rebound, but we need to market better. Haberland asked as a follow up: is the decline retroactive? Reiber says that some money will be

used to implement salary study, and some is in anticipation of enrollment drops; also we absorbed merit increase. Some is tied to downturn in student hours, but some is to ensure doing right by faculty and staff. Anderson (CAH) responded that questions of this nature should be put forth as RFIs.

**Question:** Janice Steirn (CBSS) noted that meetings are often at prime class times. She suggests that faculty would participate better if these meetings were not prime time. Dustin Anderson (CAH) responded that there is no “good” time. He encourages us to communicate as far in advance as possible and make adjustments. Reiber also said that he is available at Starbucks at 7 am.

## **VII. PROVOST’S REPORT – Carl Reiber (VPAA) (combined with President’s report)**

## **VIII. SENATE EXECUTIVE COMMITTEE REPORT**

### **a. RFI on Accessibility for Students with Short-term Disabilities (page 10)**

There was no discussion of this RFI.

### **b. RFI on Periodic Review of Administrators (page 12)**

Lori Gwinnett (LIB) was wondering about the status of periodic reviews for deans and department chairs. Reiber (VPAA) answered that he is learning the cycle for periodic reviews. He recently requested a table of chairs, deans, etc., so he can ensure schedules are maintained. He agreed to keep us apprised of those dates.

### **c. RFI on Policy on Terminal Degrees (page 13)**

Heidi Altman (CBSS) reported. The issue, according to Candace Griffith (Provost’s Office), is that we don’t have a list of terminal degrees. What determines terminal degree for promotion and tenure? Griffith responded that we ask whether a candidate could get a higher degree. We defer to department chair and dean to make the case rather than having a hard and fast rule. Credentialing and promotion are handled differently.

### **d. RFI on SRI Delivery Method (page 14)**

Dustin Anderson (CAH) reported that SRIs are in the original forms as on housing campuses for this semester. In the spring, they will be collapsed into a single form. Next year, a task force will evaluate the best form for SRIs. The form itself is digital, but the delivery has no requirement. They can be completed online during or out of class. Delivery form needs to be in sync with classroom delivery (as in it wouldn’t be right to ask an online student to come in to complete them). They are accessible through My Apps. Jim Lobue (COSM) added that we did not have time to develop a common instrument. One question is where results go: they go through the department to administrators in Statesboro, but this isn’t the case at Armstrong. Faculty at Armstrong can select hand-written comments. Richard Flynn (CAH) reminded the Senate that the instrument has traditionally gone through the Senate. Anderson said that this will happen once a common instrument is developed.

Heide Altman (CBSS) asked that we get the opportunity to approve of the instrument. She feels that this has gone through without input from Statesboro campus. Anderson says that this new committee will develop the instrument and it will go to Senate. Michelle Haberland (CAH) followed up that we are not in compliance with the handbook because faculty can let students complete SRI in class. If so, faculty need instructions on how to use the software in order to be in compliance with the faculty handbook. Anderson responded that it is best to administer SRIs in accordance with the course delivery. Anderson said that she was correct in that there was an oversight in the communication about SRI delivery. Stephanie Sipe (COB), who is on the ad hoc committee, noted that the recommendation will be made by February to come up with an effective instrument that respects everyone’s

interest. Anderson only recent learned that there had not been instructions for administering the SRIs.

Question: Ed Mondor (COSM) asked how it is determined which classes administer SRIs and which do not. His understanding is that some classes (labs) do not have SRIs. Dianna Cone (Provost's Office) says it has been the custom on the Statesboro class that SRIs are not required for labs, independent studies, and so forth. Paper copies are problematic because the software is faulty. Thus, she says, we no longer have it. If you choose to do a paper SRI in a class that isn't required, you will have to do your own summary sheet. Janice Steirn (CBSS) asked what to do about students who don't have Smart phones since we don't have computers in most classes. Dustin Anderson (CAH) noted that what is important is the opportunity. Students without Smart phones could complete the SRI at a different time.

**e. Discussion Item on Transitional Tenure & Promotion Policy (page 15)**

Jonathen Hilpert (COE) and chair of faculty welfare introduced a motion on transitional tenure and promotion. This motion request guidance for transitioning faculty to new, post-consolidation guidelines. The OWG left this issue unfinished, so this subcommittee of the welfare committee is developing a comprehensive policy to transition. He opened up the floor to discussion.

Comment: Chris Cartright (CAH) asked about limited term faculty and how LTF were affected and if they could receive merit raises. Do these policies impact LTFs? Hilpert (COE) responded that the policy does not address LTF. Dustin Anderson (CAH) said this issue had come up for discussion.

Comment: Ted Brimeyer (CBSS) noted that we will officially be one university in July 2025. Also, he was concerned that the Armstrong requirement of two articles to be full professor is pathetic, and he claimed that the Armstrong standards are driving the whole university. Hilbert (COE) explained that this policy included input at all levels. Carol Jamison (CAH) asked where he gets this number that two articles are sufficient for this promotion, and he responded that this is the case in several departments that he has seen.

Comment: Christy Moore (WCHP) noted that course load affects publication. Hilpert (COE) noted that people may go up on very different sets of guidelines for the next six years, but it was determined that it is only fair that one should advance under expectations at time of hiring. Helen Bland (JPHCOPH) noted that between the campuses, there are "loud and soft" narratives. Instead of speaking for our whole department, we should give Hilpert (COE) input so these soft narratives can be heard. Hilpert (COE) suggested communicating with him, senators, and faculty welfare members about these concerns.

At this point it was 6:00. Helen Bland (JPHCOPH) made a motion to extend meeting, and Meca Williams-Johnson (CED) seconded.

Hilpert (COE) then continued that he hopes to get feedback from us. Janice Steirn (CBSS) notes that it is understandable that this is transitional. However, we are asking people who are close to their evaluation to be ready to change to the new guidelines. Will the new guidelines be a compromise of the two existing sets? Hilbert (COE) responded it is being decided now by colleges and departments. Steirn (CBSS) then asked if there were guidelines that indicated which directions these should go. Richard Flynn (CAH) said that these guidelines originate from the department up rather than being determined top-down.

Meca Williams-Johnson (COE) asked about differences and where these disagreements are coming from. Maybe the committee could provide some guidance in what is reasonable and fair and send them to Hilpert. Michelle Haberland (CAH) asked Hilpert to explain how the figure of six or seven years came about for transitioning. Hilpert (COE) explained that this figure would cover all faculty pre-consolidation. She then asked about how this differs for faculty going from associate to full. Robert Costomiris (CAH) noted that the policy says this expires in 2025 unless faculty get an extension. Anderson (CAH) noted that the intention is to allow colleagues to succeed. Hilpert (COE) noted that two people could get tenure with two very different records, yet we have to pass a policy that allows fairness in transitioning to new guidelines. The sunset clause allows associate professors a six-year period to prepare for new guidelines to full professor. Anderson (CAH) asked if he could accept suggestions. Hilpert (COE) said the idea is to vote at the next meeting. Suggestions can be sent to Ginger before agenda is set for the February meeting.



Janice Steirn (CBSS) asked about the five-year post-tenure review and if it counts as a subsequent promotion. Hilpert (COE) responded that no, it does not. Heidi Altman (CBSS) then asked if an associate professor who has been at this level for a while will now have six additional years to advance to full. Hilpert (COE) answered yes. Dustin Anderson (CAH) asked that Senate members send additional questions to Ginger Malphrus, and we should encourage our departments to do the same.

## **IX. ANNOUNCEMENTS AND UPDATES: Vice-Presidents & Committee Chairs**

### **a. QEP Update – Terri Flateby (OIE) and Brad Sturz (OIE/CBSS) (page 18)**

Bridget Melton (WCHP) explained ‘Think in Ink’ which is meant to promote Writing Across the Curriculum”

Brad Sturz (OIE/CBSS) explains the university’s desire to do a better job at communicating the successes of QEP. It has thus been rebranded “Think in Ink.”

### **b. USGFC October Meeting Report – Liz Desnoyers-Colas (CAH) (page 20)**

Liz Desnoyers-Colas was not present, but questions can be sent to Dustin Anderson.

### **c. Open Announcements from VPs and Chairs**

Dustin Anderson announced that there will be an initiative to ensure safety with scooters on campus. VP of University Advancement, Trip Addison, has met with Lime and helped develop and deliver safety, requirements and best practices for scooter use on campus—this will be delivered directly to users through the app.

## **X. ADJOURNMENT**

Dustin Anderson proposed that the meeting adjourn. Janice Steirn (CBSS) made a motion for adjournment; Ted Brimeyer (CBSS) seconded.

The meeting adjourned at 6:15.

*\*All Senate Meetings are recorded. Edited Minutes will be distributed.*

Respectfully submitted by Carol Jamison