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### Faculty Senate Minutes

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# Georgia Southern University Faculty Senate Meeting

February 5th, 2019

4:00-6:00pm

## SSC Savannah Ballroom

11935 Library Dr, Savannah, GA 31419

### MINUTES

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#### **Voting Members Present:**

M. Rocio Alba-Flores (CEC), Wayne Johnson (CEC), Dustin Anderson (CAH), Jared Sexton (CAH), Drew Keane (CAH), Carol Jamison (CAH), Chris Cartright (CAH), Tony Morris (CAH), Jack Simmons (CAH), Amanda Konkle (CAH), Richard Flynn (CAH), James Todesca (CAH), Heidi Altman (CBSS), Ted Brimeyer (CBSS), Janice Steirn (CBSS), Meghan Dove (CBSS), Kevin Jennings (CBSS), Dennis Murphy (CBSS), Lowell Mooney (PCOB), Bill Wells (PCOB), Maliece Whatley (PCOB), Mete Akcaoglu (COE), Alisa Leckie (COE), Meca Williams-Johnson (COE), Patricia Holt (COE), LindaAnn McCall (COE), Daniel Chapman (COE), Lucas Jensen (COE), Hans-Joerg Schanz (COSM), Sungkon Chang (COSM), Traci Ness (COSM), Donna Mullenax (COSM), Jennifer Zettler (COSM), Dragos Amarie (COSM), Jeffery Secrest (COSM), Lori Gwinett (LIB), Kristi Smith (LIB), Aimee Reist (LIB), Dziyana Nazaruk (JPHCOPH), Helen Bland (JPHCOPH), Andrew Hansen (JPHCOPH), Marian Tabi (WCHP), Katrina Embrey (WCHP), Jan Bradshaw (WCHP), Gina Crabb (WCHP), Barbara Ross (LIBTY),

#### **Alternates Present:**

Celine Manoosingh (CEC) [for Harris], Barbara Hendry (CBSS) [for Pirro], Timothy Cairney (COB) [for Harter], Richard Cleveland (COE), Alex Collier (COSM) [for Mondor]

#### **Voting Members Not Present:**

Peter Rogers (CEC), Anoop Desai (CEC), Hayden Wimmer (CEC), Jim Harris (CEC)\*, Robert Costomiris (CAH), Michelle Haberland (CAH), Jennifer Kowalewski (CAH), Jorge Suazo (CAH), Christopher Brown (CBSS), Robert Pirro (CBSS)\*, Robert Jackson (COB), Hsiang-Jui Kung (COB), Chuck Harter (COB)\*, Stephanie Sipe (PCOB), Eric Landers (COE), Bill Yang (COB), Ed Mondor (COSM)\*, Chasen Smith (COSM), Shijun Zheng (COSM), Yi Lin (COSM), Marshall Ransom (COSM), Li Li (WCHP), Christy Moore (WCHP), TimMarie Williams (WCHP)

**Administrators:**

President Shelley Nickel, Provost Carl Reiber, John Lester, Donna Brooks, Laura Mills, Maura Copeland (Legal Affairs), Amy Smith, Christine Ludowise, Candace Griffith (Provost's Office), Delana Bell Gatch, Cristopher Curtis

**Guests:**

Ashley Walker Colquett (COGS)

**I. CALL TO ORDER:** Dustin Anderson (CAH), Senate President, called the meeting to order at 4:07 p.m.

**II. APPROVAL OF AGENDA:** Richard Flynn (CAH) made a motion to approve the agenda for today's meeting. Trish Holt (COE) seconded. One typographical error was noted in Item 9A and will be corrected. The motion to approve the agenda passed.

**III. APPROVAL OF THE MINUTES: November 27, 2018** – Carol Jamison (CAH), Senate Secretary, made a motion to approve the minutes from November 27, 2018. Meca Williams-Johnson (COE) seconded the motion. The motion to approve the minutes passed.

**IV. LIBRARIAN'S REPORT: February 5, 2019** – Meca Williams-Johnson (COE), Senate Librarian, made a motion to approve this report. Lori Gwinnett (LIB) seconded the motion. The motion to approve the report passed.

- a. General Education and Core Curriculum Committee – Alisa Leckie (COE) reported for Michelle Cawthorn (COSM), Chair.

The committee met November 30, 2018. Their main tasks were writing Core reports, which should be back by the end of February. The committee has met three times for norming sessions. After discussing whether to separate the terms 'Core' and 'General Ed' for assessment purposes, they decided to focus on Core Curriculum.

**Motion:** Alisa Leckie (COE) made a motion to accept the report. Ted Brimeyer (CBSS) seconded. The motion to approve the report passed.

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

The undergraduate committee approved all curricular items from the Jan 22nd meeting. Course and program outcomes should be listed in proper format CIM. Those on the committee not getting information about meetings should let Chris know. The committee's schedule is on the Faculty Senate website.

**Motion:** Chris Cartright (CAH) made a motion to accept the report. Ted Brimeyer (CBSS)

seconded. The motion to approve the report passed.

c. Graduate Committee – Brandon Harris (WCHP), Chair

Ashley Walker (COGS) reported for Brandon Harris (WCHP) who was meeting with a Chair candidate. The November 8th meeting dealt with minor curriculum changes that were passed. Future submissions in CIM will include learning outcomes but not minor changes in order to prevent backlog.

**Motion:** Richard Flynn (CAH) moved to accept the committee minutes. Jared Sexton (CAH) seconded the motion. The motion to approve passed.

## V. PRESIDENT'S REPORT – Shelley Nickel

President Nickel had several updates for the faculty. She began with information about the arrival of GSU's new president, Dr. Kyle Marrero. She extended thanks to the search committee for identifying good candidates. The Board of Regents interviewed several of those candidates, and she expressed that BOR made an excellent choice. She has known Dr. Marrero since the presidential search at West Georgia and finds him to be a good person who is intellectually challenging. She described him as a collaborator and community builder who embraces both the internal and external community. She emphasized his focus student success and his experience as a fund raiser. He will begin his term on April 1, 2019. Transitioning has already begun, and he is excited about the opportunity to serve GSU as president. He is formulating a leadership team and will arrive at GSU ready to do good work.

Enrollment is our number one priority right now. Spring enrollment is down, not unlike last year. President Nickel expressed that it is the norm for fewer students to enroll in spring. We are seeing better retention from fall to spring, she stated, thanks to the good work being done in the classrooms. Indicators are that fall enrollment is up. We have higher applications and admissions, and our goal will be to ensure that these students register for classes. 566 potential students attended Eagle preview last weekend, and another session is scheduled on the Armstrong campus next weekend.

President Nickel stated that enrollment is connected to budget in a significant way. Later this week, she will hear recommendations for next year's budget. A 10% reallocation of budget was used to fund the ongoing salary study and to offset budget shortfall created by enrollment drops. Salary studies are in the final steps and will come out at end of the month. Acting on the salary study will entail a multi-year implementation, but this will be a priority in 2020. She says that it is a very costly venture, but we are committed to it.

President Nickel will go to Atlanta this week to talk about system budget priorities and GSU capital projects. She noted that the Governor recommended a Systems request that represents a 2% merit increase pool for the system. This may allow GSU to support merit increases. She will also support funding for a new engineering building, the \$5,000,000 renovation of the Pirates Athletic Center which will be turned into a center for student advising and success, and \$3,000,000 to renovate the Williams Center.

The comprehensive administrative review is being finalized. Later this week, recommendations will be made. Our incoming president is on a steering committee at the system level and will be well-prepared to implement suggestions.

President Nickel then spoke on changes in commencement. She stated that the committee exploring

commencement sought to honor academic achievement in a personal way. The committee reviewed how commencements are handled at larger universities and decided to offer students two graduation opportunities: one in their college and a larger one in Paulson stadium. The college-level graduation will have greater involvement of faculty to allow us to better focus on student academic achievement. It will heighten student achievements such as doctoral degrees. The larger one in Paulson Stadium will have a speaker. This changes in commencement will establish new traditions for GSU.

On February 25th, Dr. Damon Williams, who is leading our Inclusive Excellence effort, will return to report on his findings from all three campuses and begin the process to “change the lens through which we view things at GSU.” She hopes we can attend.

President Nickel asked senators to please participate in Strategic Planning. The goal is to have an outline or draft by the end of the semester so the new president can implement recommendations.

Lastly, the BOR will host its April board meetings this year in our area. Chair of the regents, Don Waters, wanted to bring this to Savannah, so we will be hosting the BOR along with SSU. Faculty and students will make presentations. President Nickel says, “we hope to wow them with our academic prowess and hospitality.”

Lastly, President Nickel thanked Senate members for supporting students. She is impressed by GSU students, and that reflects positively on us.

## **VI. PROVOST’S REPORT – Carl Reiber (VPAA)**

Dr. Reiber reported on the Comprehensive Curricular Review (CCR) and asks departments to look at curricula through the lens of student success. The review will be a three-year process and will consider such factors as course sequencing and removing bottle necks.

There is a task force that is looking at workload. GSU does not currently have a comprehensive workload policy. Having such a policy will protect faculty and make sure no one is over prescribed. Work on the task force began last semester. It exposed that every department reports workload differently. There needs to be some commonality in annual reports and documenting.

Christine Ludowise (Provost’s Office) is heading up a taskforce on scheduling. Dr. Reiber noted that the university tried to apply a “one size fits all” approach to scheduling, and doing so may have affected enrollment negatively in a few areas. We need to be nimble or flexible based on program needs (such as programs with nontraditional students) and to be aware of needs of students in various programs and on different campuses.

Dr. Reiber noted that chairs have not regularly convened, and he has asked them to form a Chairs Council to for direct conduit of information from administration to faculty.

The Strategic Planning Committee is engaging numerous people and assembling information. All goals will be looked at through the lens of diversity. This planning gives us a chance to share our views and values with our new president who takes strategic planning very seriously. Dr. Reiber wants us to be goal oriented, and he will look at all decisions through the lens of strategic planning. If something doesn’t fit the strategic plan, we will have to justify it. The plan being developed is encompassing and will be “a great road map for new president.”

President Nickel and Dr. Reiber then entertained questions from the Senate floor.

**Question:** Janice Steirn (CBSS) says both Reiber and Nickel talk about diversity, but the menu for some events does not recognize certain dietary restrictions. In the diversity vein, it would be nice to make sure large events on campus are welcoming to everyone. There should be alternative options for food.

Dr. Reiber responded that he agreed. We should have options. If you attend, ask the caterer, and they will provide, he stated. Dustin Anderson (CAH) noted that we should develop a system to ensure that these issues are being handled.

**Question:** Kevin Jennings (CBBS) asked about the workload study and wanted to know if faculty on a 3 /3 schedule could be moved to a 4/4. Will this be a departmental decision?

Dr. Reiber responded that workload is prescribed at the system level and flows down. We are looking at the division of labor and accountability. Workload will be different for those at different levels. Dr. Reiber likes differential work models where a faculty member can negotiate with the dean about workload. He noted that one size does not fit all, and we must allow for studio work, small classes, etc. Dustin Anderson (CAH) added that the goal of the workload committee is to ensure that we allow practicalities and allow for our colleagues to be successful.

**Question:** Heidi Altman (CBSS) asked about decisions on budget and how that affects fall scheduling. Do we have money for part-timers?

Dr. Rieber responded that we are still working on the timeline, but some information is coming down. Deans will have information soon. We don't want to impact student success and must make available courses students need and make growth possible.

**Question:** Chris Cartright (CAH) asked about the expected increase in fall enrollment.

President Nickel said it is flat or slightly up.

**Question:** Chris Cartright (CAH) then asked about the conversion of the Pirate Center to a student advising center. How will this affect Student Success Center? Why create a new one?

Dr. Reiber responded that the existing advising center is limited in its abilities because it is too small. We want to expand and centralize advisors and give them space. We also want to allow space for wraparound services and provide student meeting space. This conversion continues GSU's vision of expanding student success.

## VII. ACTION ITEMS

- a. **Discussion - Tenure & Promotion Transitional Policy** – Helen Bland (JPHCOPH) spoke on behalf of Jonathan Hilpert (COE), Faculty Welfare Committee, Chair, who was not in attendance (page 3).

Before this discussion began, Dustin Anderson (CAH) spoke briefly about some comments made on these surveys. Many of these were incredibly positive, sensitive, and uplifting, and some were “down-right mean”. He stated that we will not tolerate mean-spirited comments. He asked the Senate to ensure that their comments reflected the practical actualities of our existence rather than what we thought we were or should have been. Anderson commented that he regretted Dr. Hilpert was not able to be here considering the amount of work that Hilpert and his committee has put into the following items. Anderson asked Helen Bland, from the Faculty Welfare Committee to introduce these items. He noted that the transitional P&T policy discussion was the only item that he was not imposing a time limit on. The university, he stated, was a year out from it needed to be in having an encompassing transition policy. He emphasized the importance of this to the Senate, and informed the body that 52 people are currently in the tenure and promotion process right now. He said we must do right by those colleagues, and must make some decisions today.

Helen Bland (JPHCOPH) introduced this by reviewing the discussion brought to the Senate a month beforehand. She explained that the Faculty Welfare Committee members represent a mixture of different levels of rank. Those of lower rank were concerned that their voices

wouldn't be heard. Thus, a Google questionnaire was sent out to faculty members to provide numbers based on three simple questions: Should we have a transitional policy? To whom should it apply? What time period should it cover? All nine colleges participated, and the response rate was over 80%. Two colleges slightly altered the questions, but the results resoundingly indicate that faculty believe we should have a transitional policy and that it should apply to all ranks. How long the sunset clause should last varied among respondents.

### **Summary of Discussion Points and Questions:**

Much of the discussion concerned the date at which the sunset clause would expire and who would be covered by it. Discussion revealed that the proposed policy should apply to all of those going through a watershed moment of evaluation (i.e., major review): those under post-tenure review and those seeking promotion at any level including lecturers seeking promotion, and tenure-track faculty. Jack Simmons (CAH) asked for specific details about what this policy would entail. Helen Bland (JPHCOPH) responded that people hired prior to fall 2018 would be evaluated according to the policy in place when they were hired. For anyone hired after fall 2018, there will be on one universal policy. Ted Brimeyer (CBSS) asked what will happen if this policy is voted down. Dustin Anderson (CAH) explained that the policy won't be a motion until our March meeting. If it were voted down, we would default to old GSU guidelines, which would not be fair to many of our colleagues.

The larger discussion then turned to the time frame designated in the sunset clause. Helen Bland (JPHCOPH) reiterated that the transitional policy impacts people who were hired from 2012 to 2018 to give them allowances to promotion and tenure according to what they were hired into. Since the online survey seemed split between 2023 and 2025 as a proposed cut-off date, she proposed that 2024 might be a middle ground. Maura Copeland (Legal Affairs) noted that if the policy included the language "most recent major review" (including post-tenure review), the sunset clause wouldn't actually be necessary.

Another aspect of the discussion, brought up by Ted Brimeyer (CBSS), involved whether we should have separate transition policies for advancements to associate and to full. Helen Bland (JPHCOPH) responded that the policy is broadly written so that it will cover everyone. Further, 74% of respondents want the policy to apply to all levels. Her preference is for a single policy. Dustin Anderson (CAH) suggested that we don't want to over-engineer, but this idea of separate policies can go back as a suggestion to Faculty Welfare.

Alex Collier (COSM) encouraged faculty senate members to send feedback on this policy to the Welfare Committee. He explained that the old Armstrong language describing promotion to full professor did include a record of sustained scholarship, but this was based on the Armstrong teaching load. Dustin Anderson (CAH) noted that many folks who are close to promotion would have the rug pulled out from under them without a policy in place.

The Senate agreed to send this feedback through Helen Bland back to the FWC, which will craft a Motion that will be submitted for the March meeting.

***Motion - Addition of Principal Lecturer Title to Faculty Handbook*** – Helen Bland (JPHCOPH), for Jonathan Hilpert (COE), Faculty Welfare Committee, Chair (page 4)

Helen Bland (JPHCOPH) made a motion to accept changes for 3.1.5. to the faculty handbook. Meca Williams-Johnson seconded the motion.

**Discussion:** The BOR at the state level has added the designation Principal Lecturer. It is not currently in our handbook, but to add it would be in compliance with BOR. Chris Cartright (CAH) asked if this new designation would affect the promotion schedule for lecturers since we don't currently have any at this rank. Candace Griffith (Provost's Office) explained that this is a brand new title. It will not affect promotion schedules as it aligns with what we have and will be an advancement from Senior Lecturer. Drew Keane (CAH) asked if senior lecturers be required to go up for this promotion. Candace Griffith (Provost's Office) explained that it is an option; not a requirement. Hans-Jeorg Schanz (COSM) asked if there will be more money with this promotion. Dr. Reiber (Provost) answered that we have not factored this into the budget. There should be incentive, but this designation is new. Dustin Anderson (CAH) asked about the first date by which someone could move into this position. Candace Griffin (Provost's Office) answered, six years.

**Vote:** Following this discussion, the Senate voted. The motion to approve passed.

- b. **Motion - Changes to section 321.01 in the Faculty Handbook** – Helen Bland (JPHCOPH) for Jonathan Hilpert (COE), Faculty Welfare Committee, Chair (page 5)

Helen Bland (JPHCOPH), made a motion to emend section 321.01 of the Faculty Handbook. Meca Williams-Johnson (COE) seconded. Dr. Bland explained that we needed to reword this section in order to comply with BOR.

**Vote:** There was no discussion. The motion to approve passed.

- c. **Motion - Campus Announcement of Deceased Staff or Faculty Members** – Helen Bland (JPHCOPH) for Jonathan Hilpert (COE), Faculty Welfare Committee, Chair (page 6)

Helen Bland (JPHCOPH) prefaced this motion from the Welfare Committee by explaining that the Senate cannot make policy on staff, and the university cannot make any public announcements about deceased faculty and staff without permission of family members. Wayne Johnson (CEC) noted that the policy states that announcements will only be made with permission of family.

Helen Bland (JPHCOPH) made a motion to approve this item. Meca Williams-Johnson seconded the motion.

**Discussion:** Dustin Anderson (CAH) noted that this is a very personal matter. Consistency in announcements is an issue. He then recommended that we table this motion after discussion so we can report back to Faculty Staff Council and ensure consistent policies for faculty and staff. Dustin Anderson (CAH) stated that he had compared other policies from other universities. One method of handling these announcements might be for the Secretary of the Faculty Senate to write a resolution that would become part of senate minutes. Richard Flynn (CAH) noted that this option doesn't facilitate announcing funeral arrangements. Trish Holt (COE) asked how the university would handle announcements if family members disagree about the manner of announcement. Maura Copeland (Office of Legal Affairs) responded that this is why we haven't done announcements previously. She stated that such situations are awkward for HR, and thus she hesitates for the university to get involved. Wayne Johnson (CEC) responded that



we can find out what a family wants. We can ask the person who collects the belongings of the deceased. He emphasized that it is important that we could share the person's work life. He stated that the least we can do is to extend kindness. Kristi Smith (LIB) stated that deaths are public information, so university acknowledgements are a compassionate tradition. Recently, someone passed and no one knew. If it's public record, we can be compassionate. Dustin Anderson (CAH) stated that he agrees; however, he doesn't want to see this mechanized but done through colleagues. He then recommended that we take this discussion to staff council in order to ensure consistency university-wide.

Ted Brimeyer (COSM) made a motion to table. Trish Holt (COE ) seconded. The motion to table passed.

At this point, five minutes remained in the meeting. Chris Cartright (CAH) made a motion to extend the meeting by fifteen minutes. Janice Steirn (CBSS) seconded. The motion to approve passed; one opposed.

d. **Motion - Temporary Adoption of Merged Student Ratings of Instruction Instrument** – Dustin Anderson (CAH), Senate Executive Committee, Chair (page 8)

Dustin Anderson (CAH) prefaced this motion by stating that it is a follow-up to our September meeting. Consolidation did not leave us with a consistent SRI instrument. An *ad hoc* committee collapsed the two instruments from the pre-consolidated campuses. All six Armstrong questions are intact with slight re-wording; open-ended questions were modified in a manner that fits the spirit of BOR requirements. Dr. Anderson emphasized that this instrument is “a band-aid.” Helen Bland (President-Elect) will lead a task force to create a new instrument.

**Motion:** This motion came from the SEC. Richard Flynn (CAH) seconded it. He pointed out two typos that will be fixed and format emended for student accessibility.

**Discussion:** There was some discussion about the omission of a question regarding “overall rating” and some discussion about the validity of SRI instruments as objective evaluations of teaching effectiveness. Dustin Anderson (CAH) responded that the question allowing for an overall rating was deleted because all other questions give a holistic view of faculty performance. Meca Williams-Johnson (COE) noted that questions 18-22 are written so students can respond to various aspects of instruction. Janice Steirn (CBSS) argued that we need the overall rating as it allows us to compare with previous ratings. Dustin Anderson (CAH) reminded the Senate that this instrument isn't a long term solution. Trish Holt (COE) asked which semesters we will use this instrument. Dustin Anderson (CAH) replied that the SRIs will begin for this semester (including the current mini-mester). They are digital, but students can be given time in class to complete these. He is working on the communication plan for those now.

**Vote:** Dustin Anderson called for a vote by show of hands. 25 were in favor; 12 opposed. The motion passed.

## VIII. SENATE EXECUTIVE COMMITTEE REPORT

- a. **Announcement - Elections Update** – Meca Williams-Johnson (COE), Senate Elections Committee, Chair

Meca Williams-Johnson (COE) requested that senators submit nominations by March 1. President elect is a multi-year commitment.

Note: Dustin Anderson (CAH) noted that RFI b. and c. were somewhat addressed in the Discussion Item (additional information will be posted as it is made available). Rob Whitaker (VP of Business and finance) said that RFI d. and e. are on Sharepoint. Dustin Anderson informed the Senate that Sharepoint is going to be replaced [correction—*updated*], and we will receive more information about this later in the semester.

- a. **RFI - Information Regarding Transitional Tenure & Promotion Policy** (page 14)  
See note above
- b. **RFI - Number of faculty affected by transition to new Tenure & Promotion guidelines** (page 16)  
See note above.
- c. **RFI - Merit Raise Percentage** (page 17)  
See note above.
- d. **RFI - Salary Study Timeline** (page 18)  
See note above.
- e. **RFI - Parking (October Meeting Follow-up)** – Rob Whitaker (VPB&F) responded to this RFI which asked how parking fees are determined. He stated that GSU faculty and staff have paid fees since 1992. In 2011, fees increased from \$95 to \$100. This means students don't solely bear parking costs. In response to the RFI question about how fees are used, Mr. Whitaker listed campus safety and security, monitoring campus, signage; road maintenance, and certain projects funded on the Armstrong campus such as repaving, resealing, and curb painting (an investment of \$223,000).

## **IX. ADJOURNMENT.**

- X. A motion to adjourn was made by Alisa Leckie (COE) and seconded by Richard Flynn (CAH). The motion to adjourn passed. The Senate adjourned at 6:15 p.m.

**Respectfully submitted by Carol Jamison (CAH) (Senate Secretary)**