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### Faculty Senate Minutes

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**Georgia Southern University Faculty Senate Meeting**  
**Georgia Southern University**  
**Faculty Senate Meeting Minutes**  
**March 11th, 2020**

**Executive Summary:** Helen Bland (JPHCOPH) called the meeting to order at 4:02 p.m. The Senate accepted the minutes of the February 5, 2020 Senate meeting. The Librarian's Report was approved, as were reports from the General Education Core Curriculum Committee, the Undergraduate Committee, and the Graduate Committee.

Dr. Brian DeLoach, Medical Director of Health Services, gave a detailed presentation on COVID-19 in which he explained both the nature of the virus, and also the GSU response. His presentation was followed by faculty questions, most concerned with online learning, travel concerns, and handling students who are or have been ill.

The Senate brought forward two RFIs, one on food banks and a second on Termination of Limited Term Faculty. There was some discussion on the second RFI, followed by an explanation from Dr. Reiber about USG compliance as a factor in the handling of the RFI and an emphasis on continuing improvement of faculty diversity.

Three motions were brought forward: Academic Standards Appeals Procedures, Academic Standard Policies, and Paying 9-Month Contract Faculty over 10 or 12 Months. All of these motions passed, the second with a friendly language amendment.

President Kyle Marrero gave brief comments about the budget and reported that enrollment numbers are improving. He announced several upcoming events. Provost Carl Reiber followed up with several announcements, including updates on searches for new deans of both the College of Education and the College of Public Health. The Senate was then introduced to Dr. TaJuan Wilson, Associate Vice President for Inclusive Excellence, Chief Diversity Officer.

Dr. Dustin Anderson (CAH) gave an update on FYE. Helen Bland (JPHCOPH) announced the formation of an Ad Hoc Faculty Working Group to address the climate on the Armstrong Campus, and she then welcomed Y'Lonne Hodges, the Senate's new administrative specialist. Finally, Michelle Haberland (CAH) gave an update on Senate officer elections.

The meeting was adjourned at 5:50 p.m.

## MINUTES

**Officers in Attendance:** Helen Bland (President), Carol Jamison (Secretary), Michelle Haberland (Librarian), Dustin Anderson (Past-President and Parliamentarian).

**Senators in Attendance:** James Todesca (CAH), Chris Cartright (CAH), Jack Simmons (CAH), Amanda Konkle (CAH), Lisa Abbott (CAH), Finbarr Curtis (CAH), Solomon K. Smith (CAH), Grant Gearhart (CAH), Richard Flynn (CAH), Heidi Altman (CBSS), Kevin Jennings (CBSS), Nick Holtzman (CBSS), P. Cary Christian (CBSS), Addie Martindale (CBSS), Nancy McCarley (CBSS), Barbara King (CBSS), Delores Liston (COE), Nedra Cossa (COE), Linda Ann McCall (COE), Lucas Jensen (COE), Nancy Remler (COE), Abid Shaikh (COSM), Ionut Emil Iacob (COSM), Yi Lin (COSM), Jeffery Secrest (COSM), Sungkon Chang (COSM), Traci Ness (COSM), Donna Mullenax (COSM), Andrew Hansen (JPHCPH), Dziyana Nazaruk (JPHCPH), Helen Bland (JPHCPH), Jessica Garner (LIB), Kristi Smith (LIB), Lori Gwinett (LIB), Mark Hanna (PCB), Chuck Harter (PCB), Stephanie Sipe (PCB), Lowell Mooney (PCB), Bill Wells (PCB), Cheryl Aasheim (PCEC), Rami Haddad (PCEC), Jim Harris (PCEC), Wayne Johnson (PCEC), Li Li (WCHP), Marian Tabi (WCHP), Christy Moore (WCHP), Gina Crabb (WCHP), Chris Hanna (WCHP), Susan Hendrix (WCHP), Jennifer Zettler (COSM)

**Alternates in Attendance:** Cliff Padgett (COSM), Paula Tillman (WCHP), Katie Pham (PCB), Mujibur Khan (PCEC), Saman Hedjazi (PCEC), Christine Bedore (COSM), Elizabeth Barrow (COE), Bill Yang (PCB), David Calamas (PCEC), Chris Kadlec (PCEC), Anoop Desai (PCEC), Hayden Wimmer (PCEC), TimMarie Williams (WCHP), Katrina Embrey (WCHP), Jan Bradshaw (WCHP), Starr Holland (Liberty)

**Senators not in Attendance:** Leticia McGrath (CAH), Robert Costomiris (CAH), Jeffery Riley (CAH), Jorge Suazo (CAH), Tony Morris (CAH), Christopher Brown (CBSS), Pidi Zhang (CBSS), Fayth Parks (COE), Patricia Holt (COE), Daniel Chapman (COE), Cathy MacGowan (COSM), Justin Montemarano (COSM), Shijun Zheng (COSM), Hans-Joerg Schanz (COSM), Marshall Ransom (COSM), Jake Simons (PCB), Maliece Whatley (PCB), Barbara Ross (Liberty)

### **Administrators in Attendance:**

Kyle Marrero (President), Carl Reiber (Provost and VP for Academic Affairs), Diana Cone (Vice Provost), Chris Curtis (Vice Provost), Christine Ludowise (Associate Provost), Donna Brooks (Associate Provost), Melanie Miller (VP for Student Affairs), Rob Whitaker (VP for Finance and Operations), Curtis Ricker (Dean, College of Arts and Humanities), Delana Gajdoski-Nivens (Dean, College of Science and Mathematics), Ashley Walker (Dean of the Graduate College), Stuart Tedders (Dean, Jiann-Ping Hsu College of Public Health), Lisandra Carmichael (Dean of the (LIB)), Mohammad Davoud (Dean, AEP College of Engineering and Computing), Barry Joyner (Dean, Waters College of Health Professions), TaJuan Wilson (Associate VP for Inclusive Excellence)

**Guests:** Amber Culpepper (OET), Kelly Crosby (IAR), Delana Bell-Gatch (OIE), Candace Griffith (Provost's Office), Steve Engel (Honors), John Kraft (CBSS), Brenda Blackwell (CBSS), Brian DeLoach (Medical Director of Health Services)

**I. CALL TO ORDER:** Helen Bland (JPHCOPH) called the meeting to order at 4:02.

**II. APPROVAL OF AGENDA:** Helen Bland (JPHCOPH) made a motion to approve the agenda for the March 11<sup>th</sup> meeting. The motion was seconded. There was no discussion. The motion passed.

**III. APPROVAL OF THE MINUTES | Feb. 5, 2020:** Carol Jamison (CAH), Senate Secretary made a motion to approve the minutes from the February 5<sup>th</sup> meeting. The motion was seconded. There was no discussion. The motion passed.

**IV. LIBRARIAN'S REPORT | March 3, 2020:** Senate Librarian, Michelle Haberland (CAH), Senate Librarian, made a motion for approval of the Librarian's Report. The motion was seconded. There was no discussion. The motion passed.

**A. General Education and Core Curriculum Committee**

Finbarr Curtis (CAH) reported that this committee is getting the same information about the revised core that everyone is receiving. At this point, he has no new information. The report serves as a motion. There was no discussion. The motion passed.

**B. Undergraduate Committee**

Joanne Chopak-Foss (JPHCOPH) reported that all items brought before the committee were approved. The report serves as a motion. There was no discussion. The motion passed.

**C. Graduate Committee**

Jennifer Kowalewski (CAH) reported that the Graduate Committee approved all items that came before them. The report serves as a motion. There was no discussion. The motion passed.

**V. PRESENTATION:** Update on Campus Impact of Covid-19

Brian DeLoach, MD, Medical Director of Health Services, gave a presentation on COVID-19. He explained the nature of the virus, where it originated, and how it is transmitted. He also presented maps showing the current status of the virus both internationally and within the United States. It is now officially a pandemic. At the time of his presentation, there were no presumptive cases on any of the GSU campuses. He gave advice on prevention: frequent hand washing, avoiding touching one's face,

covering one's cough with a tissue, staying home if sick, and avoiding close contact with those who are ill. This virus can be prevented by keeping work and home surfaces disinfected. He reviewed ways to prepare for outbreaks of COVID-19 and stressed that GSU is actively addressing these methods. He stressed that risk of contracting this virus is based on geographic location and not ethnicity. The president's cabinet is receiving daily updates, and campuses are screening all patients at health centers. Plans are in place to support students. GSU health centers will provide verification of student visits, but not excuses for missed class. Faculty determine attendance policies but are asked not to send students to healthcare providers simply to 'get excuses.' For daily updates and information on COVID-19, go to reliable sources such as [www.cdc.gov](http://www.cdc.gov).

Dr. Deloach's presentation was followed by a number of questions from Senators. Kristy Smith (LIB) asked several questions on behalf of the Faculty Welfare Committee about provisions for students who may not be able to travel home for Spring Break. She also asked if faculty were involved in the university's response and how essential personnel (such as those in charge of rat labs) might be handled during campus closure. Carl Reiber (Provost) replied that facilities and dining services will remain open over spring break as is typical, and the university would determine handling essential personnel on campus as needed. He also stated that faculty from Public Health and the Provost's office were involved in the university's response to the virus. We will work on a case by case basis with students who do not have internet access.

Christy Moore (WCHP) asked if faculty would be able to access campus drives. Carl Reiber (Provost) responded that the administration will work to ensure that faculty have internet. We are looking at MyFi for faculty and other resources, he explained. He assured faculty that the administration will work with faculty to ensure that everyone has the resources necessary. Ron Stalnaker (IT) noted that every faculty has a VPN account and can access common drives that may be needed in this event. GSU also has an institutional WebEx account. He will make sure all faculty members have a copy of all resources available. Heidi Altman (CBSS) asked if there are provisions for faculty with compromised immunity. Can they move courses online as a precaution? Carl Reiber (Provost) noted that we should handle this situation much as we would handle the flu, and Dr. Deloach agreed that this is the best course of action. We currently have no active cases on any GSU campus. If a faculty member feels they are at extreme risk, they should discuss this with their department chair and handle it on a case by case basis.

A number of questions concerned the policy about reimbursing faculty for costs incurred for conferences that have been cancelled. Expense reports can be submitted as usual, along with a letter explaining any cancellation. Carl Reiber (Provost) explained that his office has some money set aside to cover those costs. He asked that faculty try to get refunds where possible and try to be mindful of booking flexible options.

Michelle Haberland (CAH) asked if there is a process whereby faculty can submit suggestions about the university's response. Faculty members are making curricular decisions and need to ensure that we can contribute to GSU procedures concerning COVID-19. Carl Reiber (Provost) stated that he is very open

to suggestions and questions. We will deal with situations on a case by case basis. He asks for faculty to be creative in finding appropriate ways to deliver course materials. He is open to suggestions to hone our emergency responses. President Marrero confirmed that input is welcome, and we are finding humane solutions to dealing with this challenge.

## **SENATE EXECUTIVE COMMITTEE REPORT**

### **NEW BUSINESS**

Request for Information – February 2020

- a. RFI on Student Food Bank (Lisa Abbot, CAH)

**Question:** Do we have a food bank for students on campus? If not, how can we get one set up? It appears there is or was one on the Armstrong campus. Is it still in operation? Are there partnerships with local retailers or restaurants we could set up?

**Rationale:** We have students who are living with income realities that make purchasing groceries a privilege. Many of them cannot qualify for assistance with the local food bank because they are listed as dependents even though they may not be receiving financial support from their families or the support is not enough to make ends meet. Students living in this kind of stress are not going to do well in classes and are at risk for dropping out.

**Response from Mark Whitesel (Dean of Student Services):**

Armstrong - The Captain's Cupboard has been in place for several years and is supported through a generous gift from an anonymous alumni. Their gift supports purchasing needed food items or covering operational costs for The Captain's Cupboard. Faculty, staff and students can put in a request through the Dean of Students Office to request support through The Captain's Cupboard. The donor specifies this resource is for Armstrong faculty, staff and students. So, anything purchased with those funds must be used by only those specific groups. We also have connections to the Second Harvest Food Bank, donations from SGA, other food drives, and some support each year with a drive put on through the Alumni Association.

Statesboro - We have had a committee under the Dean of Students Office this fall working toward opening a food pantry on the Statesboro campus. I am pleased to share we have initially setup an internal resource in the Dean of Students Office for an emergency pantry and we will be rolling that out to campus in March. The initial support for this pantry has come through Auxiliary Services and the Department of Parking and Transportation with a canned food drive from late in the fall term.

Hinesville - We have staff and students who will take food from the Armstrong campus to the Liberty campus on an as needed basis.

**Discussion:** Lisa Abbot (CAH) asked if there was still a food pantry on the Armstrong campus. Helen Bland (JPHCOPH) responded that it operates every other Wednesday. Lisa Abbot then asked for contact information for whomever is in charge of the Armstrong pantry. Christine Ludowise (Provost's Office) suggested reaching

out to Mark Whitesel (Dean of Student Services) and Melanie Miller (Interim VP of Student Affairs). Kristi Smith (LIB) stated that Cherie Gaume is the contact person at the Armstrong Campus who can be reached at [cgaume@georgiasouthern.edu](mailto:cgaume@georgiasouthern.edu) or 912-344-2890.

- b. RFI on Termination of Limited Term Faculty Over 12 Months (Annie Mendenhall, CAH)

**Question:** 1) Did university administration evaluate the impact on faculty diversity when making the decision to terminate all Limited Term Faculty finishing their third year of employment? If so, how? 2) What percentage of Georgia Southern faculty were faculty of color in Fall 2018 compared to the anticipated percentage for Fall 2020? 3) Of the Limited Term Faculty scheduled to be terminated in May 2020, what percentage are faculty of color (across the university and within each college)? 4) Does the university have the ability to convert limited term faculty to lecturer or non-tenure track faculty this year, as they did last year?

**Rationale:** The Provost's Office recently informed Limited Term Faculty completing their 3rd year of employment that they would be terminated at the end of May 2020. This decision has the potential to negatively impact faculty diversity, one part of Georgia Southern commitment to inclusive excellence, given that national data show faculty of color disproportionately work in non-tenure track lines (see PEW Research 2019).

**Response: 1)** From USG Policy:

Regular Faculty are employed on a continuous basis and whose duration of employment may also be defined by agreement, contract, term, and/or restricted funding source(s). Regular Faculty may be full-time or part-time. Those faculty with a work commitment of half-time or greater are partial or full benefits eligible and those who work less than 20 hours per week are non-benefits eligible. Regular Faculty who are not hired through a competitive search will typically be given a "term" appointment for one academic or fiscal year, and may be reappointed for one (1) additional year, not to exceed a total duration of 2 years. Regular Faculty who have a full-time (1.0 FTE) appointment may be tenured, on tenure track or hold a non-tenured position in accordance with Sections 8.3.7 and 8.3.8 of the Policy Manual of Board of Regents of the University System of Georgia.

2) From second year offer letter:

The maximum duration of this appointment is for the academic year specified above, but the appointment is not a contract of employment for that duration and may be terminated prior to its expiration pursuant to the policies of the Board of Regents of the University System of Georgia. The terms of the appointment, and of your employment with Georgia Southern University, will be subject to all USG policies. ~~University.~~ Incumbents in regular, limited-term positions may not exceed a total duration of two years: therefore academic year 2019-2020 will be your last year as a regular, limited-term faculty at Georgia Southern University.

**Discussion:** Carol Jamison (CAH) read a response submitted on behalf of Annie Mendenhall (CAH), which asked the administration to consider the effect of terminating LTF on the College of Arts & Humanities and the department of Writing & Linguistics, which have disproportionately lost faculty of color since Fall 2018. This loss has had an enormous effect of faculty diversity. She asked that the Provost's Office and President consider recruitment and retention of faculty of color as one critical concern in decisions related to faculty lines, and the plans developed for Diversity and Inclusion.

Carl Reiber (Provost) responded that a joint resolution between faculty and student senators is currently addressing issues of faculty diversity. He explained that GSU was in violation of USG policy regarding Limited Term Faculty, and we had to come into compliance. We felt an obligation to LTF faculty who had been employed for a number of years, and we tried to convert their positions. Chairs and dean had money to convert positions to lecturers. These decisions were made at college and department levels. Going forward, we are doing all we can to diversify our faculty.

#### **Action Items – February 2020**

- a. **MOTION** on Academic Standing Appeals Procedures (Kelly Sullivan, JPHCOPH)  
The Academic Standards Committee recommends that the University only re-admit undergraduate students on an appeal in the Fall or Spring semester, not to allow undergraduate students with approved appeals to return in the Summer semester. The SEC moves to accept the recommendation of the revised academic standing appeals procedures. Bill Wells (PCB) seconded the motion.

**Rationale:** Summer classes require an accelerated schedule which is more likely to be problematic for undergraduate students with academic challenges. Although summer enrollment is important and is a good opportunity for many undergraduate students to accelerate their academic progress, undergraduate students who are immediately returning from several unsuccessful semesters are unlikely to perform to their desired ability in a compressed term. The revised procedure was passed by at least a majority of the Committee in order to move forward to the Faculty Senate.

**Discussion:** There was no discussion. The motion passed.

- b. **MOTION** on Academic Standing Policy: Suspension 1 (Kelly Sullivan, JPHCOPH)  
The Academic Standards Committee recommends that the University revise the academic standing policy to standardize the time students on Suspension 1 would be out for 1 full academic year (Fall, Spring, and Summer in any order). The SEC moves to accept the recommendation of the revised Academic Standing Policy. Michelle Haberland (CAH) seconded the motion.

**Rationale:** The current policy for Academic Suspension 1 provides inconsistent times for students to be suspended depending on when the suspension begins. Some



students sit out for Fall and Spring and return the following summer (9 months out), while others sit out Spring, Summer and Fall, and return the following Spring (12 months out). This is confusing for students and does not set the student up for an ideal return as Summer classes have a faster pace. The policy revision was drafted by the Academic Standards Committee and passed by at least a majority to move forward to the Faculty Senate.

**Discussion:** Bill Wells (PCBS) noted that the previous motion requires students to sit out for a full year; this motion does not avoid this. He suggested a difference in wording so that this motion does not conflict with the previous one. Kelly Sullivan (JPHCOPH) said that she appreciates this comment as it is not ideal for students to return in the summer. If students have sat out an entire year, it is still not ideal for return in summer but better than previous scenarios whereby they could return after two weeks.

There was no further discussion. The motion passed.

- c. **MOTION** on Paying 9-Month Contract Faculty over 10 or 12 Months (Jim Harris, PCEC) Faculty can choose between receiving their 9-Month Contract salary over a 10 month period or a 12 month period.

**Rationale:** After receiving an RFI entitled Paying 10-Month Faculty over 12 months (VanMilligan, CBSS), discussions within the Faculty Senate Welfare Committee, and numerous previous discussions of the SEC, the SEC felt it was time to move this motion forward. 9-Month Faculty currently paid over 10 months should be allowed to choose if they want their salary paid over 10 or 12 months.

Jennifer Kowaleski (CAH) seconded the motion.

**Discussion:** Michelle Haberland (CAH) spoke in favor of this motion. She noted that it will make a substantial change. She thanked the USG for making this option possible as it will make a difference in faculty members' lives. Jennifer Kowaleski (CAH) noted that many faculty rely on summer teaching. Now, summer teaching is harder to get, so this will make a big difference. Wayne Johnson (PCEC) asked if faculty would have a choice. Rob Whitaker (VP Finance) said that the USG is migrating to OneUSG Connect. Until that is complete, we will not have a unified system to implement this. Once the unified system is in place, within the next fiscal year, this can move forward. President Marrero noted that all system presidents have supported this and will continue to push it forward. There should be options for how salary can be distributed. Heidi Altman (CBSS) asked about how insurance would be handled. Rob Whitaker (VP Finance) said that premiums would be spread out across all twelve months. He made clear that this does not change contracts. Faculty are still on nine-months contracts but salary is spread out over twelve months. Andrew Hansen (JPHCPH) clarified that this is simply spreading money out and not changing contracts. President Marrero confirmed. Barbara King (CBSS) asked if this choice would be in contracts. Rob Whitaker (VP Finance) stated that the implementation

plan will lay out how this might be done. President Marrero added that he does not have the authority to implement the motion but will push for it at the USG system level. Michelle Haberland (CAH) suggested a friendly amendment so the president could sign this motion. Her amendment: adding language ‘as soon as possible.’

**Amended Motion:** Faculty can choose between receiving their 9-Month Contract salary over a 10 month period or a 12 month period as soon as possible per the USG.

Bill Wells (PCB) seconded the amended motion. There was no further discussion. The amendment passed.

## **VII. PRESIDENT’S REPORT – Dr. Kyle Marrero, President**

President Marrero gave a budget update. He reported that the House has passed their version of the budget, and it will now be passed to the Senate. He reported full funding of formula and health insurance increase; The House added roughly 2% merit increase to the budget, but the university has yet to determine if we are responsible for 25% of that increase. He also reported that several small cap projects were funded, including the Williams Center renovation in Statesboro. He noted that summer enrollment shows a slight increase (1.7% in credit hours). GSU also shows a 4.1% increase in overall undergraduate applications. While new graduate applications are down, returning graduates are up. Fall 2020 applications and admissions show increases, as well.

President Marrero then announced that Jared Benko is the new GSU Director of Athletics. Searches are underway for a VP of Student Affairs. Interviews will be held by next week and finalists brought to campus in April. Courageous Conversations continue and have been successful. Employee Excellence Awards will be on April 20<sup>th</sup>. Lunch will be served, and the event includes recognition for years of service. Staff and faculty development days are underway. A faculty development opportunity is scheduled for April 17.

## **VIII. PROVOST’S REPORT – Dr. Carl Reiber (Provost, VPAA)**

Carl Reiber (Provost) stated that the April 17<sup>th</sup> Professional Development opportunity for faculty will focus on the momentum approach. Christine Ludowise (Provost’s Office) is talking to those who engage in the momentum approach and is recruiting them to run the session. A dean search for public health has been finalized, and an announcement will be made after spring break. Another dean search in COE will be underway soon.

## **IX. WELCOME-Dr. TaJuan Wilson, Associate Vice President for Inclusive Excellence, Chief Diversity Officer**

The Senate welcomed Dr. Wilson, who introduced himself and announced listening sessions for faculty on all campuses. His goal is to learn as much as possible as he develops an inclusive action plan.

## **X. ANNOUNCEMENTS AND UPDATES**

### **A. Update on FYE 2020 (Dustin Anderson, CAH)**

Dustin Anderson (CAH) reminded Senators to check for FYE updates using the myapps dashboard for information about FYE. The FYE committee is emphasizing transparency and also asking for feedback. There is also a link to the steering committee page on the myapps dashboard.

**B. Helen Bland (JPHCOPH) announced the formation of an Ad Hoc Faculty Working Group to address the climate on the Armstrong Campus. Bill Dawers (CAH) is heading this committee. Anyone interested in participating with this group should contact him directly.**

**C. Helen Bland ((JPHCOPH) then welcomed Y'Lonne Hodges, the new Senate administrative specialist.**

**D. Michelle Haberland (CAH) gave an update on faculty senate leadership positions. The nomination period has closed and nominees are now being confirmed. Elections will be open Friday 13<sup>th</sup> and ballot submitted to current Faculty Senate. Results should be in by April 1.**

## **XII. ADJOURNMENT**

A motion to adjourn was made and seconded. The meeting adjourned at 5: 55.

**Respectfully submitted,**

**Dr. Carol Jamison (CAH, Senate Secretary)**