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February 19, 2018 Armstrong Campus, Georgia Southern University Faculty Senate Minutes

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Armstrong Campus, Georgia Southern University
Faculty Senate Meeting
Agenda for February 19, 2018
Student Union, Ballroom A, 3:00 p.m.

- I. Pre-Senate Working Session (3:00–3:30 p.m.)
- II. Call to Order by Senate President David Bringman at 3:31pm (Appendix A)
- III. Senate Action
 - A. Approval of Minutes from [November 27, 2017](#) and [January 22, 2018](#) Faculty Senate Meetings
Approved (26-0)
 - B. Brief Remarks from Dr. Chris Curtis, Interim Provost and Vice-President of Academic Affairs (Armstrong Campus)
I will stay and answer questions after your business is done today, if needed. You will be briefed today on ongoing initiatives. The website has been revised and updated. Some of the information is not up to date yet. We are working on it. Your department chair should be working on a faculty directory. Tenure and promotion – we met with faculty senate on Statesboro to discuss this. You should be working on the new standards and procedures, bylaws, in your academic departments. Those who are currently undergoing tenure and promotion will be evaluated on the basis of what was in place when you were hired. Those faculty we are hiring now, we want to have clear guidelines in place.
 - C. Brief Remarks from Dr. Diana Cone, Interim Provost and Vice-President of Academic Affairs (Statesboro Campus)
There have been a lot of questions about summer faculty pay. We believe it's best to leave the process on each campus in place for this summer as it has been done in the place. Moving forward, we will adopt one process to implement for the following summer (2019)
 - D. Brief Remarks from Mr. Ron Stalnaker, IT Services
I thought I'd bring my leadership team to introduce them (introductions made). I will leave information on IT support and contact information for key staff (Appendix B).
Big Bang – name given by USG – we intend to change the name. This is the name referring to when the two Banners become one. We seem to be doing OK with this integration so far. A year's worth of planning has gone into this. We are preparing for fall registration. All 3 campuses will be registering in one banner environment. Students are directed into Wings (has been called SHIP at Armstrong). Summer registration is still in SHIP. We are targeting March 7th to make accounts (email, Wings) open to students. We will not be migrating their email to georgiasouthern.edu until after spring semester. We will be migrating faculty – it is a high touch engagement. We started in December and are taking a break this week for Big Bang. 247 people have been migrated. Project is 29% complete. The remainder will occur by the end of this semester.
Question: Some faculty have been given a new email name that they do not wish to use. Can they have a choice and can they be informed of this choice, along with HR?
Response: If we miss a preference, we will go back and make that change.

More remarks from Mr. Stalnaker: We want to work on labs and class migrations over the summer to get ready for fall. We have embedded support within your college. We focus on Service, Simplicity, and Speed.

Question: We worked hard to get down to a couple of sign-ons. Now, we have to generate a new password every 90 days. Is there a difference in security problems on the Armstrong campus vs. the Statesboro campus, given the problems with generating complex, frequently changing passwords?

Response: We have had conversations about changing the timeline to, say, once a year. We might also use two step verification. We are striving to get more services under one login.

More remarks from Mr. Stalnaker: The Statesboro campus uses Folio – same software as Desire2Learn. We are working on bringing over your Armstrong eClassroom content, so you can access your courses from the Folio environment. We are working with the vendor so we can crosswalk your information, such as your username information. Summer classes will still be taught in separate systems. You'll use Armstrong eClassroom. You'll see updates about a new aspect of D2L called Daylight. We will have training sessions, starting in a couple of weeks.

Question: What about classes before Fall, 2016?

Response: We can work with you on that.

Question: So, students will go to different systems to register for fall classes and summer classes after they meet with us during spring advisement?

Response: Yes.

- E. Brief Remarks from Mr. Robert Whitaker, Vice-President of Business and Finance
Campus safety – I'm glad to report we have hired two officers, although we still have four vacancies on this campus. On all campuses, we just deployed tasers for all officers. They will complete state certification training. We have secured critical incident training for our officers. We continue to offer training at all campuses, even at the office level. We do women's self-defense, active shooter training, and anything else you need.

Question: I wish we would do a campus-wide simulation of an active shooter.

Watching a video is not the same as going through the movements.

Response: We are doing a lot of training at the President's Cabinet and intend to do this on all campuses. There are three things you need to know – Hide, Run, and Fight.

Continued remarks by Mr. Whitaker: Statesboro campus – we did install 10 new bluelights and we are working on upgrading the technology on that campus – solar technology, etc. On this campus, we have added 34 cameras around campus. We are working to expand the surveillance cameras, such as in the residence hall areas. We are working to install more blue light call boxes on this campus. On Liberty Campus, we are working on a self-assessment study. Once that is complete, we'll look at deploying additional resources on that campus. The last piece of news is that we have been offered a donated canine unit. It will be deployed on the Armstrong campus. We already have one on the Statesboro campus. It will be a bomb sniffing dog. Let's next go into a class and compensation study. A group of individuals have

been selected to help us on the campus level. This will be a roadmap that I expect will show from a campus to campus and university to national level, where we are at. We can hopefully look at that data and, in a phased approach, make some adjustments.

Question: What do you mean by "Class"?

Response: Classification, like Administrative Assistants.

Question: What is the timeline?

Response: The committee starts this week. The initial work will be to gather names and classifications.

More remarks by Mr. Whitaker: Regarding parking – if you are going to another campus, make sure you park in a faculty/staff lot. Display your parking sticker. You should not get a ticket. If you do, take it to your local parking office.

Question: Timeline on fall parking?

Response: There is a working group. We will work on a business proposal about how faculty and staff parking would look on all 3 campuses in the fall. Once we work through those details – if you can't show some value, added benefit, there shouldn't be an increase in fee or implementation of a fee.

Question: if gated lots are implemented, would there be increased security or security cameras?

Response: we would look into that.

F. Old Business

1. Faculty SWOT Results

Two or three weeks ago, I presented this to the President's Cabinet and reps from SGA. Thank you and your colleagues for completing this. The big thing that was realized was that we think we do research and have academic rigor, and they do as well. We both think things will adversely change with consolidation. It was helpful to see the similarities in concerns. It will be used to make a strategic plan.

2. Consolidation Updates

i. Tenure and Promotion

They are really close to completing a tenure and promotion, university-wide document, that will go to the CIC and will guide new faculty hires.

ii. Salary Study

This was discussed by Mr. Whitaker.

iii. Advising

Advising will be changing. We are hiring 9 advisors for fall, along with 2 replacements. The goal is to have them in place by the Summer SOAR sessions. There will be a discussion of what to do with our existing advisees. Would we do a disservice to change procedures for our juniors and seniors. We will be looking at ways to interact with students outside of the classroom.

Question: What will be our total advisor number?

Response: Around 20.

Question: Among 7000 students?

Response: The national standard is 300 students per advisor.

iv. Website Migration

Department heads should know when your migration will happen. It should be starting soon after Big Bang. You will need to be physically present when they do your migration.

v. New Faculty Senate

a. Recommendations for Allotment of Senate Seats

I would like to invite Dr. Meca Williams-Johnson to share the information about the recommended allotment with you all. She discussed this already with the Statesboro senate.

Dr. Meca Williams-Johnson: To give you a bit of background, the faculty governance OWG discussed the different ways we could represent the faculty voice across the campuses. We also looked at data from previous consolidations. We used the apportionment formula that is currently used by Georgia Southern. There is a senate representative per 15 full-time faculty members. We would move into that for the first year. The next year, the apportionment would be by college, not necessarily by campus. This plan was presented at the CIC meeting August 7th and was approved. However, we wanted to bring this to you.

Question: Would you explain what you mean by the change from 1 senate rep for 15 faculty to a college level system?

Response: You would look at the total faculty numbers within your college. For each 15 faculty in your college, there would be allotted one senator. We leave it up to the college how they want to allot those senators across departments and campuses. The elections chairs would facilitate elections within each college.

Question: What is the role of the Dean?

Response: The Dean would not be making this determination. The college votes for the senators.

Question: Are we starting all over with a brand new senate, with each member being on their first year?

Response: No. you can rotate into the position and maintain your rotation. As we move forward in nominating, we need to make sure we have at least one senator from each campus representing their college.

Question: The original 23 will come in for a 3 year term?

Response: Yes.

Comment: We thought there might be concern about doing it this way, because a lot of people would be rotating off at once.

Question: What is the size of the new senate?

Response: 80 faculty. Which, in our view, makes for a stronger faculty voice. We have other universities in the USG that have larger senate membership.

Question: If the senators are elected by the college. Probably more faculty on the Statesboro campus will result in greater difficulty for Armstrong faculty to be elected.

Response: That's why we would start with more Armstrong senators and this would allow you to interact with your colleagues within your college and getting to know each other.

Comment: Sadly, it's not working that well for all of us.

Question: What about representation from the Liberty Campus?

Response: There will be one senator from the Liberty campus.

Question: The college of education has been meeting, but many of us have not been meeting. How will we get to know each other and get elected to the senate?

Response: I think that may be happening because you are not in a program that is duplicated across campuses.

Question: Has a decision been made about a meeting schedule and place?

Response: 3 meetings per semester, with one on campus and two on WebX. We would meet in person on each location, once per year.

Question: When is WebX or teleconferencing going to be upgraded and implemented to facilitate meetings across campuses?

Response: We are working on that. Looking at it as an end of year request.

- i. Proposal from LLP: Consolidating two healthy universities into one new university that will meet the needs of students on all campuses is a gradual process. The USG set the template for parity in the consolidation process by mandating equal representation from both universities on the Consolidation Implementation Committee (CIC). To extend that equitable model as implementation proceeds and nonresolved critical issues are definitively addressed, I propose that for the new university's first two years of operation, CY 2018-19, representation from both campuses on the new Faculty Senate should be equal.

Comment on LLP proposal: If this is to be a true merger, then we need to have equal representation while things are still so fluid and unsettled.

Comment on LLP proposal: This hasn't felt like a merger, rather a takeover. If the senate voice is going to deal with this as a merger, equity in the senate would be helpful.

- ii. Proposal from Nursing: senate apportionment and membership be determined by the number of students in each college instead of the number of faculty

Comment on Nursing proposal: They have more faculty on the Statesboro campus, but we have more students.

Motion to move either of these proposals forward?

Senator: I move to support the proposal from LLP and move it forward.

Senator: I second.

Comment: I think the first (LLP) proposal would help a lot. This would help us get to know the Statesboro faculty.

Comment: I think this would help with our perception of being taken over.

Response; I don't understand how we are advocating for something equal that would place us in the position of forming a senate that is not equal in terms of representation, due to our smaller number of faculty.

Comment: That is precisely what we are asking.

Comment: For next year, the proposal is to have a total number of 80 senators, correct?

Response: Yes. But they have 60 senators now, if we want half the 80 seats, that would be asking them to pare down their senate.

Comment: For next year, we are intending to have 80 senators.

Response; Yes, that was the OWG recommendation.

Comment: This proposal from LLP would be for 40 of those to be from Armstrong, for two years. Yes, that is an unequal proportion – we would be over-represented by person and they would be under-represented by person. Yes, that is the proposal. We want to deal with the consolidation related issues with an equal voice, an equal number of senators. When we have merged and worked through those issues, we could move towards proportional representation.

Response: We are one university. This will devolve the situation for units that have been working together well. As a symbolic vote, great. But this would have to go to their senate and then the CIC. They will feel under-represented. We have to start thinking as one body.

Question: I thought the equal representation in the OWG's was considered fair.

Dr. Meca Williams-Johnson: It was perceived as fair. We followed the apportionment formula used by most universities that have been consolidated, except Kennesaw. In that consolidation, each department was allotted once senator, regardless of size, so the smaller university lost a lot of senators.

Motion to approve the OWG recommendation on apportionment? Yes.

We need to vote on the LLP recommendation first. All in favor of approving? (Motion has not been approved 13 Yes, 17 No)

Second motion to approve OWG recommendation?
Second.

Motion has passed (24-7)

This will now have to go to a full faculty vote on our campus. Voting to change the constitution will have to stay open for 4 weeks.

iii. Correction of Armstrong Faculty in Library (modification of chart entry)

b. Full Faculty Vote on Bylaws: Timeframe

Think about whether you want to roll over and serve in the new senate.

Question: Would the roll over give you 1 year if that is what is left in your term, or would it be 3 years?

Response: That is something we should think of. If everyone rolls off after 3 years, everyone rolls off at once.

Comment: There are questions related to salary equity and workload equity that will likely come up in the new senate. These issues will likely have different views across campuses. It is for those reasons that I think some roll over is helpful. How long will those types of issues need to be settled. Some senators may be able to serve and address those consolidation related issues in a year or so and then roll off.

Comment: Could the senate position roll over to 3 years, even if the specific person serving rolls off sooner?

Response: We could discuss that.

c. New Senate Membership: Nominations and Timeframe

vi. Other Consolidation Updates

3. Administrative Position Updates

We have told the USG who we want to hire.

4. Old Business from the Floor

G. New Business

1. Proposed Bill on Class Scheduling to meet Unique Campus Needs.

You've seen the bill and been given data from the psychology department on class scheduling.

Comment: The wording has slightly changed in the updated draft of the bill. See the second paragraph from the end.

This bill came from steering, so it has a motion and a second.

Comment: Can we also mention the need to retain length of class times, such as labs? I've been told that we have to cut our lab times by 20 minutes to an hour. Material simply can't be covered.

Response: We could make a friendly amendment and add class timeframe or class meeting during to the bill (Appendix C)

Bill Approved (30-0)

2. Committee Membership and Reports: None

- i. University Curriculum Committee
- ii. Governance Committee
- iii. Academic Standards
- iv. Education Technology
- v. Faculty Welfare
- vi. Planning, Budget, and Facilities
- vii. Student Success

3. New Business from the Floor: None

H. Senate Information and Announcements

There will be two Eagle Weeks before we go on Spring Break. Hopefully it will be a one-stop shop for information related to financial aid, IT Services, etc.

The President has been invited to speak to us. The schedule of events will go out soon. Many offices on campuses will speak about what's new, contact information for various offices. We'll be collecting questions that various VP's and administrators can answer. The idea is to orient everyone to the new institution.

There will be an Eagle Week after spring break, geared to students.

Some of you might have completed a Momentum inventory in your department. The Momentum year is an initiative across the USG (Academic Mindset, Purposeful Choice, Clear Pathways). We'll be looking at our curriculum to better help our students. Academic mindset will be a focus. For example, as faculty pull away from advising, how else can they engage with and mentor students.

1. Send Committee Meeting Dates and Minutes to faculty.senate@armstrong.edu
2. Send Changes in Committee Membership, Chairs and Senate Liaisons to governance.senate@armstrong.edu and faculty.senate@armstrong.edu
3. Announcements (from the floor)

Senator: Dr. Curtis indicated earlier that he would stay to answer questions. I wonder if I could ask a question?

Response: Yes.

Senator: Related to the class scheduling bill that just passed, this is an important issue in the psychology department. We have students who cannot take MWF classes. This is one of those situations that has felt like a take over. Regardless of having a different student body and different reliance on part-time instructors, it has been like, "here is the class schedule we've been using since 1993 and now you need to use it too." What next?

Response: I would like to see the data from Psychology. We know that we need to improve our graduation rates. Students come here on campus and see there's nothing to do on Fridays around campus, so they go somewhere else.

Comment: So this would affect graduate students too? We need once or twice weekly evening classes so our students can work during the day and attend class.

Comment: But that's my point, it's not just our graduate students who work and have family obligations. We have a different student population than the Statesboro campus.

Comment: So, unless this bill is implemented, we can't teach MW classes?

Response: Only if they are after 3pm.

Comment: This would really affect our education students. When would they do their student teaching?

Comment: We require internship in psychology as well.

Comment: This would seem like an empirical question. We could have both MWF and MW morning classes, collect data for a period and then see if scheduling classes twice a week adversely affects RPG.

Response: The problem is we had to load the fall schedule. I was given the same explanation that this is what we've been doing since the 1990's.

Comment: If you could share the methodology used by the psychology department, that would be helpful.

IV. Adjournment at 5:21pm

V. Minutes completed by:

Wendy Wolfe

Faculty Senate Secretary, 2017-2018

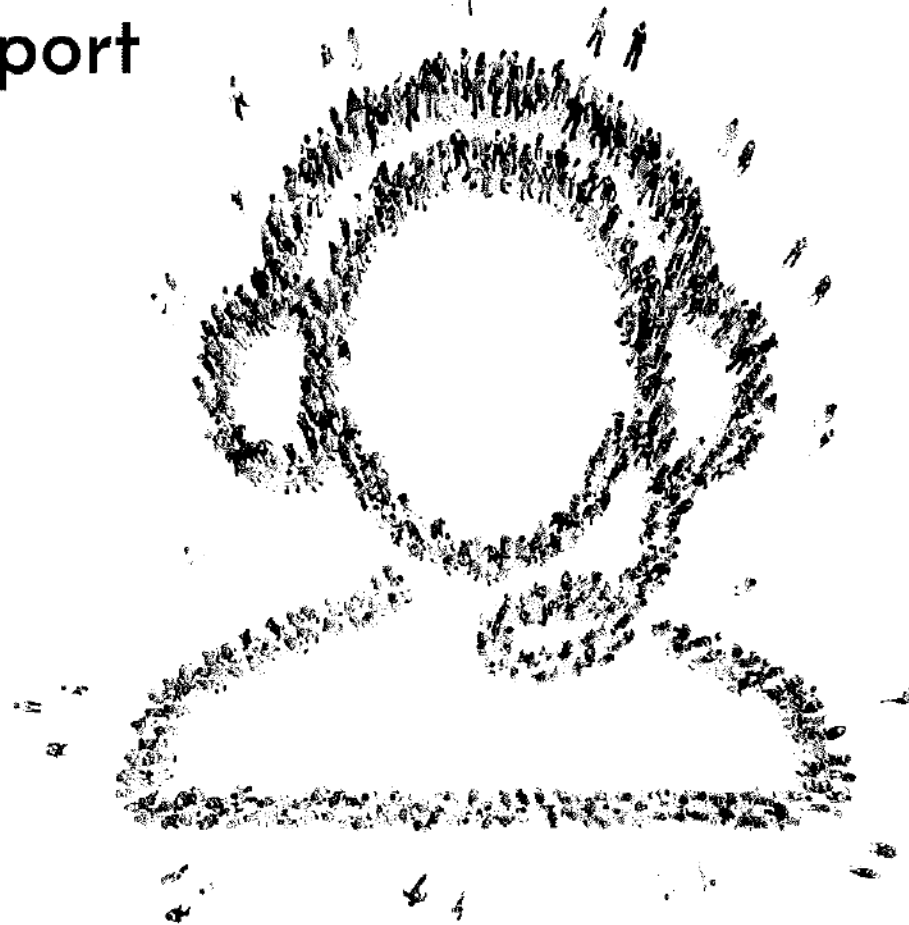
Appendix

- A. Attendance Sheet
- B. Tech Support Handout
- C. Class Schedule Bill with Friendly Amendment and Data from Psychology

Appendix A

Faculty Senators and Alternates for Spring, 2018 (Senate Meeting 2/19/18)

Department	College	# of Seats	Senator(s)		Alternate(s)	
Adolescent and Adult Education	COE	2	Patricia Holt	x	Anthony Parish	
			Greg Wimer	x	Rebecca Wells	
Art, Music and Theatre	CLA	3	Rachel Green	x	Mia Merlin	
			Emily Grundstad-Hall		Pamela Sears	
			Benjamin Warsaw			
Biology	CST	4	Michael Cotrone	x	Sara Gremillion	
			Brian Rooney		Alex Collier	
			Aaron Schrey	x	Jennifer Broft Bailey	
			Jennifer Zettler	x	Sherri Cannon	
Chemistry and Physics	CST	3	Brandon Quillian		Catherine MacGowan	x
			Donna Mullenax	x	Will Lynch	
			Clifford Padgett	x	Lea Padgett	
Childhood and Exceptional Student Education	COE	2	Linda Ann McCall	x	Jackie Kim	
			Robert Loyd	x	John Hobe	
Computer Science & Information Tech	CST	1	Hongjun Su	x	Frank Katz	
Criminal Justice, Social and Political Science	CLA	2	Dennis Murphy	x	Michael Donahue	
			Kevin Jennings	x	Laura Seifert	
Diagnostic and Therapeutic Sciences	CHP	2	Shaunell McGee		Rhonda Bevis	
			Pam Cartright		Christy Moore	
Economics	CLA	1	Maliece Whatley	x	Yassi Saadatmand	
Engineering	CST	1	Wayne Johnson		Priya Goesser	
Health Sciences	CHP	2	Dziyana Nazaruk	x	Joey Crosby	
			TimMarie Williams	x	Rod McAdams	
History	CLA	2	James Todesca	x	Allison Belzer	
			Michael Benjamin		Amy Potter	x
Languages, Literature and Philosophy	CLA	5	Jack Simmons	x	Will Belford	
			Carol Andrews	x		
			Jane Rago		Annie Mendenhall	
			Christy Mroczek		Julie Swanstrom	
			Carol Jamison	x	Rob Terry	
Library	CLA	1	Aimee Reist	x	Ann Fuller	
Mathematics	CST	3	Tricia Brown		Sean Eastman	
			Sungkun Chang	x	Duc Huynh	
			Kim Swanson	x	Greg Knofczynski	
Nursing	CHP	3	Sherry Warnock	x	Carole Massey	
			Gina Crabb	x	Luz Quirimit	
			Katrina Embrey	x	Jill Beckworth	
Psychology	CST	1	Wendy Wolfe	x	Nancy McCarley	
Rehabilitation Sciences	CHP	2	David Bringman	x	AndiBeth Mincer	
			Jan Bradshaw	x	April Garrity	



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Appendix C

Class Scheduling to meet Unique Campus Needs

Whereas the three campuses of Georgia Southern University serve different student populations, with more residential and traditionally aged college students on the Statesboro campus and more commuter and non-traditionally aged college students on the Savannah and Hinesville campuses;

Whereas students on the Savannah and Hinesville campuses more often need to balance their classes with work and family obligations;

Whereas students on the Savannah campus are more often employed in service-industry jobs associated with Savannah tourism that require full day Friday through Sunday hours;

Whereas the Savannah and Hinesville campuses utilize part-time faculty to a much higher degree than the Statesboro campus (For Fall, 2015: 182PT vs. 286FT in Armstrong Factbook and 97PT vs. 841FT in GSU Factbook);

Whereas part-time faculty benefit from a class schedule that requires fewer days on campus;

Whereas Savannah State University offers a variety of once and twice weekly classes to meet the needs of the local Savannah student and part-time instructor population;

Whereas the FAQ section of the consolidation website for student questions articulates an objective of “trying to limit the need for commuting” and therefore little impact of divergent class schedules across the three campuses;

In order to mitigate the likely adverse impact on the Armstrong campus of adopting the class schedule guidelines used by the Statesboro campus on Armstrong class enrollment, RPG, and retention of faculty, the Armstrong Faculty Senate requests that the class scheduling needs of the Savannah and Hinesville campuses and local community be placed above the goal of unified scheduling with the Statesboro campus.

Specifically, the Savannah and Hinesville campuses have integrated many MW, TR, and once weekly classes into the class schedule because these best serve our campus and community needs. The Armstrong Faculty Senate requests to continue using a class schedule and timetable that work best for the Savannah and Hinesville campuses.

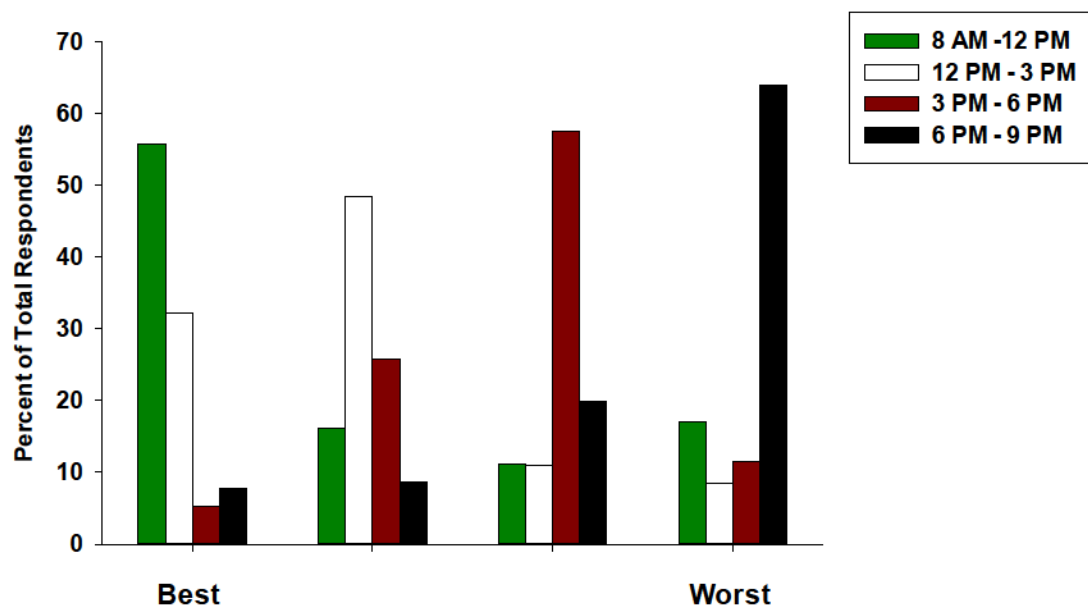


Figure 1. Rank order best to worst for times to take classes.

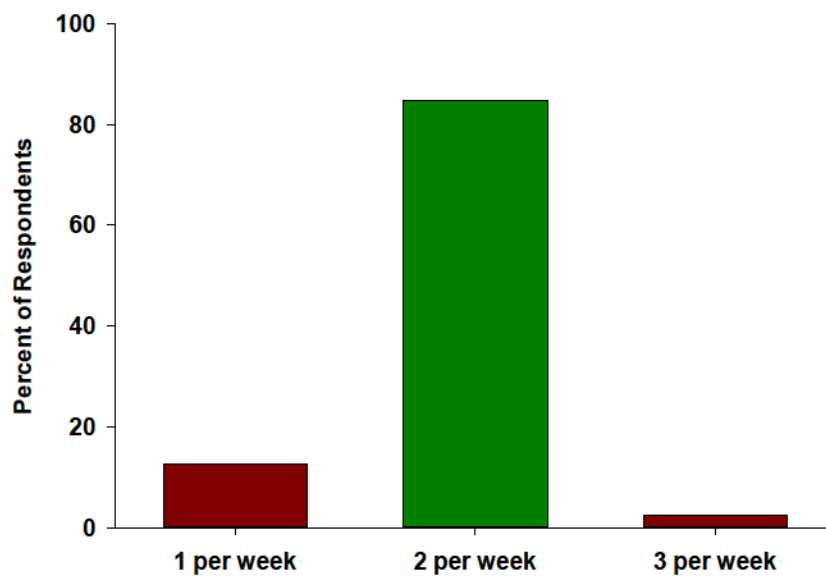


Figure 2. Percent of respondents selecting the most appealing schedule for a three credit hour class. Once per week represents a course for 2 hours and 45 minutes per meeting, twice per week represents a course for 1 hour and 15 minutes per meeting, and three times per week represents a course for 50 minutes per meeting.

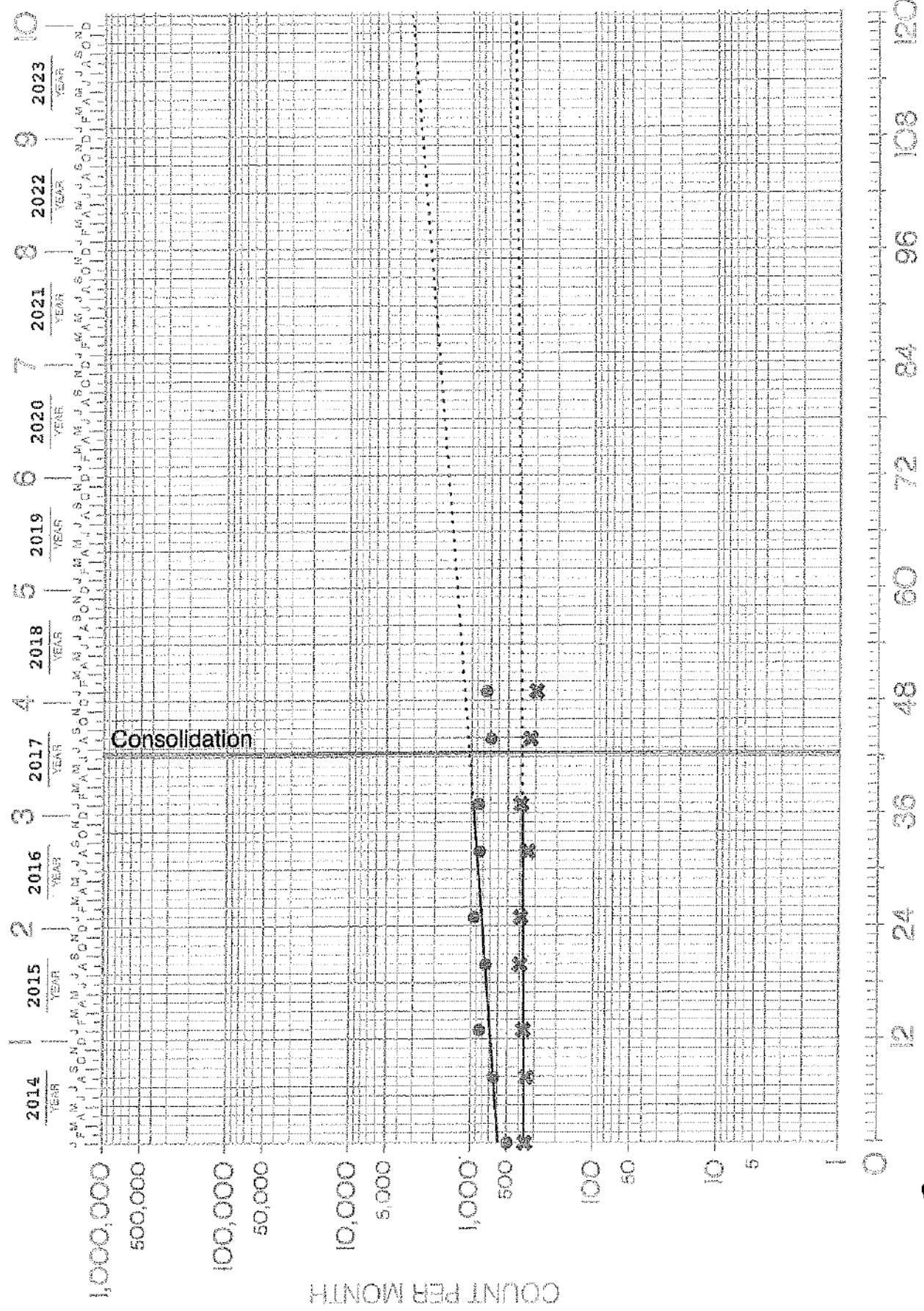
Allania

PERFORMER

See- select morning/evening course meeting time

COUNTED

AGE

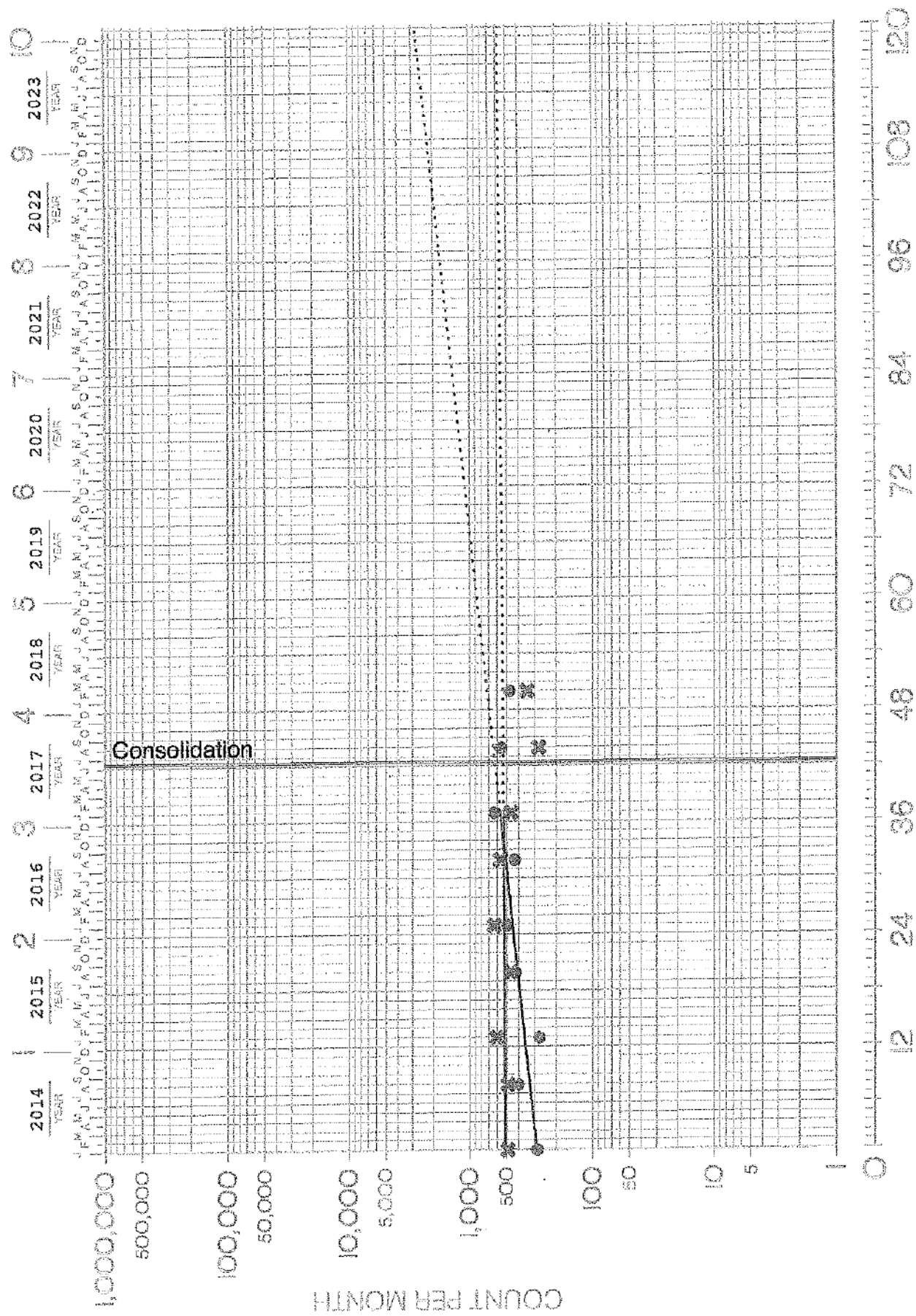


0-8am-2pm

1-3pm-9pm

PERFORMANCE

COUNTER



• Non-West

X-Tues/Thurs.