

Georgia Southern University Faculty Senate Meeting

November 17, 2022 | 4:00 – 6:00 p.m

Zoom Link for Non-Voting Attendees:

<https://georgiasouthern.zoom.us/j/92447726513>

Zoom Link for Panelists will be sent out by Wednesday, November 16

Pre-Meeting Notes:

- 1) Read all reports, motions, and discussions included in this agenda *before* the meeting.
- 2) Be able to access copies during the meeting. Copies will not be shown online during meetings.
- 3) To allow everyone a chance to participate and to keep the meeting on schedule, please try to be succinct in your comments.
- 4) Faculty Senate meetings this year will be virtual. The meeting starts promptly at 4 p.m., which means everyone should be online by that time. The meeting space will be open with IT staff available 30 minutes prior to the starting time to help with any technical issues you may have prior to the meeting.
- 5) This meeting will be run as a virtual Video Webinar through Zoom with all Senators and select administrators as Panelists.
- 6) Senators and invited guests are asked to join with video with full name and college affiliation. Please turn video on when speaking.
- 7) As a Senator, if you cannot attend, it is your responsibility to confirm a substitution with the Alternates from your college. The name and email address of the Alternate should be sent to Bill Dawers (wdawers@georgiasouthern.edu) and David Walker (davidwalker@georgiasouthern.edu) as far in advance as possible to ensure that the alternate receives the appropriate link.
- 8) Alternates may vote only if they are representing a Senator.
- 9) Please raise your hand via the button at the bottom of the Zoom webpage to be recognized to speak.
- 10) All Faculty Senate meetings are recorded.
- 11) All submissions to the Chat box are public record and might be included in the meeting minutes.
- 12) Edited minutes will be approved at the next Faculty Senate meeting.

Agenda

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| 4:00 p.m. | CALL TO ORDER |
| 4:02 p.m. | APPROVAL OF AGENDA |
| 4:04 p.m. | APPROVAL OF THE OCT. 26 MINUTES (p. 4) |
| 4:05 p.m. | LIBRARIAN'S REPORT (p. 12) |
| 4:07 p.m. | SENATE PRESIDENT'S UPDATE <ol style="list-style-type: none">1. Updates on SRI pilot plans<ol style="list-style-type: none">a. At the March 23, 2022 Senate meeting, a motion to adopt the new SRI form was approved 59-0 with 1 abstention on the condition that there would be a pilot before full university-wide implementation.b. Number of participants; areas still needing further participationc. Sign up sheet: https://georgiasouthern.co1.qualtrics.com/jfe/form/SV_2hn0NT4U_UOPchGSd. Link to pilot SRI will be emailed to participating faculty before Monday, Nov. 28e. Pilot will run from Nov. 28 to Dec. 6f. Faculty will have lists of participating students on Dec. 7 or 8 (grades due Dec. 10)g. Questions?2. Work on the Faculty Senate website continues;<ol style="list-style-type: none">a. Current Senate Business page under constructionb. Documents from previous years archived at Digital Commonsc. More user-friendly interface will eventually be implemented for submission of Discussion Items and Requests for Information3. Committee membership issues will need to be addressed in January and February; email ideas to wdawers@georgiasouthern.edu4. Salary study followup<ol style="list-style-type: none">a. Please send additional questions and comments to your SEC rep or to wdawers@georgiasouthern.edu5. Followup on plans for site-sync survey |

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| <p>4:30 p.m.</p> | <p>FACULTY SENATE EXECUTIVE COMMITTEE (SEC) REPORT</p> <p>New Business</p> <p>i. Discussion Item: Issues with academic dishonesty and student use of certain websites (Dawers/SEC) (p. 33)</p> <p>Faculty from various departments have raised concerns about academic dishonesty related to student use of sites like Chegg and CourseHero. This discussion will focus on the extent of the issues, policies and strategies that other universities have in place, and possible steps that can be taken by faculty members, departments, colleges, and the university.</p> <p>Some potentially relevant links can be found on p. 34 of this agenda.</p> |
| <p>4:55 p.m.</p> | <p>UNIVERSITY PRESIDENT’S REPORT (Dr. Kyle Marrero)</p> |
| <p>5:15 p.m.</p> | <p>PROVOST’S REPORT (Dr. Carl Reiber)</p> |
| <p>5:30 p.m.</p> | <p>ANNOUNCEMENTS</p> |
| <p>5:35 p.m.</p> | <p>ADJOURNMENT</p> |

**Georgia Southern University Faculty Senate Meeting
October 26, 2002, 4pm to 6pm**

EXECUTIVE SUMMARY:

The meeting was called to order at 4:01 pm by Senate President Bill Dawers.

The Senate approved the minutes from the September meeting and the Librarian's report for this meeting.

Segal Consulting presented the results of their salary study to the senate, explaining the methodology, the results, and the next steps in the process. They answered several questions raised by the faculty.

The senate then considered a motion put forward by Annie Mendenhall (CAH) to update the language for promotion of NTT faculty. After discussion involving many members of the senate and Provost Reiber, the motion was passed by the senate.

Senate President Dawers then provided his update to the senate, indicating that the senate website was being updated, that several senate committees still need volunteers to serve in SEC-appointed seats, and that the SRI pilot would be discussed further at the next meeting but volunteers were still being sought.

President Marrero then provided his update, speaking about his pleasure with the positive results of the Celebrate Together event on Armstrong Campus the previous week, about the progress on the Hyundai facility, about the results of the university census, and about the work of the Armstrong Task Force.

Provost Reiber then provided additional information about the work of the Armstrong Task Force and responded to questions.

Following a few announcements from faculty members, the meeting adjourned at 5:46 PM.

MINUTES

Officers in Attendance: Bill Dawers (CAH, President); Ed Mondor (COSM, President-Elect); Robert Terry (CAH, Secretary); Kymberly Harris (COE, serving as parliamentarian); Christine Bedore (COSM, Librarian)

Officers Absent: None.

Senators in Attendance (by college): Janet Dale (CAH); Annie Mendenhall (CAH); Jonathan Murphy (CAH); June Joyner (CAH); Jeffrey Riley (CAH); Chris Caplinger (CAH); Steven Elisha (CAH); Virginie Ems-Bleneau (CAH); Dan Larkin (CAH); Kendra Parker (CAH); Marieke Van Willigen (CBSS); Josh Kennedy (CBSS); Wendy Wolfe (CBSS); Jonathan Grubb (CBSS); Jayce Sudweeks (CBSS); Mike Nielsen (CBSS); Tom Sweeney (CBSS); Ming Fang He (COE); Karin Fisher (COE); Kathryn Haughney (COE); Raymona Lawrence (JPHCOHP); Bill Mase (JPHCOHP); Jay Hodgson (COSM); Yi Hu (COSM); Nathaniel Shank (COSM); Worlanyo Eric Gato (COSM); Divine Wanduku (COSM); Tricia Brown (COSM); Zhan Chen (COSM); Maxim Durach (COSM);

Yongki Lee (COSM); Amy Potter (COSM); Beth Burnett (LIB); Wilhelmina Randtke (LIB); Mujibur Khan (PCEC); Hayden Wimmer (PCEC); Anoop Desai (PCEC); Salman Siddiqui (PCEC); Vladimir Gurau (PCEC); William Amponsah (PCOB); Kwabena Boakye (PCOB); Nick Mangee (PCOB); Jun Liu (PCOB); Errol Stewart (PCOB); Sheri Carey (WCHP); Joshua Kies (WCHP); Estelle Bester (WCHP); Kari Mau (WCHP); Chris Hanna (WCHP); Paula Tillman (WCHP)

Alternates in Attendance (by college): Dean Cummings (CAH); Joyce White (CAH); Elise Cain (COE); Larisa Elisha (CAH); Shelli Casler-Failing (COE); Bettye Apenteng (COPH); Alan Skipper (WHCP); Rachel Smith (PCOB); Rebecca Kocerha (COSM)

Panelists from Segal: Tina Adams, Carol Mercer, Mary Ann Edwards

Senators not in Attendance (by college): Lisa Costello (CAH); Kasie Alt (CAH); Jennifer Kowalewski (CAH); Elizabeth “Betsy” Barrow (COE); Lucas Jensen (COE); Haresh Rochani (JPHCOPH); Tuyin An (COSM); Felix Hamza-Lup (PCEC); Omid Ardakani (PCOB); Leigh Rich (WCHP); Gregg Rich (WCHP)

Participating Administrators: Kyle Marrero (University President); Carl Reiber (Provost); Ashlea Anderson (Interim CIO); Ashley Walker Colquitt (Dean, College of Graduate Studies); Amy Ballagh (Interim AVP Enrollment Management); Amy Smith (AVP Enrollment Management); Bradley Sturz (Associate Director of Assessment); Breanna Calamas (Assistant Director of Advisement); Cynthia Groover (Assistant Provost); Delena A.G. Schartner (Assistant Vice President for Strategic Initiatives); Delena Bell Gatch (Assistant Vice President for Institutional Assessment and Accreditation); Diana Cone (Vice Provost); Dustin Anderson (Associate Provost for Student Success); Jennifer Syno (Director, Office of Advising); John Kraft (Interim Dean, College of Arts and Humanities); John Lester (Vice President, University Communications and Marketing); Kelly Crosby (Director, Risk and Compliance); Lisa Carmichael (Dean of Libraries); Ron Stalnaker (Vice President, Business and Finance); Shay Little (Vice President, Student Affairs); Stuart Tedders (Dean, Jiann-Ping Hsu College of Public Health); David Walker (Assistant Director – IT Support Automation); Vickie Shaw (HR); Ryan Schroeder (Dean, College of Behavioral Sciences); Melissa Joiner (IT Business Owner – Academic Affairs); Chris Curtis (VP for Research and Scholarship); Katrina McNair (Chief Audit Officer); Steven Engel (Dean, Honors College)

Attendees: Breanna Calamas; Sherri Cannon; Nikki DiGregorio; Marcela Ruiz Funes; Miguel García; Michelle Haberland; Trish Holt; Dee Liston; Amanda Konkle; Cynthia Massey; Beth Myers; Patrick Novotny; Brad Surtz; Kelly Tippy; Mike Toma; Laura Wessel

I. CALL TO ORDER

- a. Bill Dawers called the meeting to order at 4:01pm.

II. APPROVAL OF AGENDA

- a. Bill Mase (JPHCOPH) moved to approve the agenda. Motion was approved 43 in favor, 0 against, no abstentions.

III. APPROVAL OF THE MINUTES

- a. No corrections were made to the minutes from October.

IV. LIBRARIAN’S REPORT

- a. Shelli Casler-Failing (COE) made a motion to adopt. The motion was passed 48 in favor, 0 against.

V. SEGAL SALARY STUDY REPORT

- a. The meeting format was adjusted so that Segal representatives could deliver the results for the Faculty Market Assessment/salary study at the beginning. Senate President Bill Dawers yielded the floor to Segal representatives at 4:03pm.

Mary Ann Edwards (Senior Consultant, Project Manager, Segal) presented the Faculty Market Assessment on behalf of Segal.

The presentation covered the following areas: Market Assessment Methodology, Market Assessment Results, and Next Steps.

Mary Ann Edwards (Segal) began her presentation by discussing the methodology. She explained that Segal's study used four-digit and two-digit CIP codes, which were matched with 100% of Georgia Southern faculty. Faculty salaries were then compared to salaries of faculty with the same CIP codes at other institutions.

Comparable institutions were selected by using what Mary Ann Edwards called a filter approach. The first level of the filter was Carnegie Classification. The second level of the filter was geographic regions. All eight standard regions for the US were used. The third level filter looked at financial characteristics and population size, and matched Georgia Southern on at least five of eight qualitative characteristics. The final level of the filter included addition of aspirational peers and other institutions on the USG peer list. Before final calculations were done, some institutions were removed from the list because of geographical differences or other factors that made them poor comparators. The final list of institutions appears on pages 5-8 of the Segal study.

Using an aggregate market spend comparison, Segal determined that Georgia Southern is about 92% of the market median. Georgia Southern spends about \$73.6 million while the market median spend is \$81.8 million.

Mary Ann Edwards opened the floor to questions. Bill Dawers (CAH) asked about the details on page 10. He noted slight differences in the language used in this study compared to the 2021 study, He wanted to know if "Aggregate Market Competitiveness" in the 2021 study meant the same thing as "Georgia Southern as % of Market Median" in the new study. Mary Ann Edwards said she would need to check the study to be certain, but she believed that it was the same methodology, just different terms. Bill Dawers then also asked about how the 92% was calculated. He said that 73.6 divided by 81.8 is about 90%, not 92%. Mary Ann Edwards said that she wasn't certain if there were other numbers influencing the calculation and would have to check. Finally, Dawers requested a list of the peer institutions sorted by Carnegie classification.

Jun Liu (PCOB) brought Segal's attention to a typo on page 10. Dr. Liu then asked about the precise percentile represented by the data showing that Georgia Southern is at 92% of median. Edwards said that Segal could provide that data later.

Ed Mondor (COSM) asked about the application of CIP codes. He asked about biology in particular, asking if CIP codes were used for specific subdisciplines. Provost Carl Reiber responded that the CIP code that was shared was based on the credentials that were placed in HR when a person was hired, so specializations should be represented in the data. Mary Ann Edwards said that they attempted to match CIP codes as precisely as possible, first trying to use 6 digits, then 4 digits, and then 2 digits.

Nathaniel Shank (COSM) asked about meetings that faculty had with Katie Manning (who had since left Segal) and wanted to know if that feedback was considered in the study. Mary Ann Edwards indicated Manning shared information about those meetings before she left Segal.

Janet Dale (CAH) via chat asked if faculty had access to their CIP codes. Provost Reiber said that it was possible to get the information, but that it wasn't a quick, automated process. If too many faculty requested the information at once, the workload would be a problem, so Reiber said that he would look into a better method. Diana Cone (Provost's Office) said that department chairs would also have the information. Senate President Dawers also advised that a chair would be a better choice than the Provost's office at this time.

Salman Siddiqui (PCEC) asked about any distinctions in the salary study between lecturers and NTT faculty and whether or not having a terminal degree affected the comparisons. Mary Ann Edwards said that the study was done based on title, so lecturers with terminal degrees were still coded as lecturers, with no way of distinguishing between those with with and without terminal degrees. Provost Reiber indicated that for a lecturer with a terminal degree, there is no differentiation between terminal degrees and Master's degree holders because whatever the degree, the person who holds the lecturer position accepted the position of a lecturer. If someone earns their terminal degree while holding a lecturer position, the best that could be done would be to apply for a new position and be part of the applicant pool for that new position.

Ed Mondor (COSM) then asked about page 3 of the Segal study and adjustments for "contract length." Mary Ann Edwards explained that contract length was adjusted to make fair comparisons between faculty paid over 10 months and those paid over 12 months.

Mike Nielsen (CBSS) asked if this meant that summer teaching was being considered in the study. Provost Reiber explained that no, this study was based on base salary by rank and by CIP code.

Jay Hodgson (COSM) asked if this study included the recent COLA adjustment provided. Provost Carl Reiber confirmed that it does.

Hearing no other questions, Bill Dawers then encouraged all senators to reach out to their colleagues for additional questions and comments.

President Kyle Marrero wanted to chime in and discuss what might be next in the salary study process. First, the methodology would have to be approved by the system. The next study might determine target levels to move the needle on those positions that are well below market, including those areas that could be adjusted “more surgically” with a specific amount of dollars. He noted that Segal is also completing a staff salary study, and that he believed that the study would reveal significant shifts given the recent changes in the labor market. He said that all steps and all information will be shared transparently, so he wanted us to know that as incomplete as this study may feel, there will be additional steps over the coming months.

Bill Dawers once again encouraged all faculty senators to reach out to their colleges and gather more questions and comments.

Mary Ann Edwards (Segal) and Carol Mercer (Segal) thanked everyone and promised to get back with the faculty senate with the answers to the questions that they could not answer.

VI. NEW BUSINESS (MOTION FROM DR. ANNIE MENDENHALL)

- a. At 4:35, seeing no questions, Bill Dawers moved to the Motion Request by Annie Mendenhall (CAH). Dr. Mendenhall introduced the motion to revise the external letters requirement for NTT faculty. As noted in the agenda and in her summary, the language change was meant to be responsive to the needs of NTT faculty teaching intensive loads with no expectations for scholarship. Those NTT faculty going up for review or promotion would not have to have external letters if the new language were to be adopted but would still have the option of submitting external letters. Beth Burnett (Libraries) asked if the intent was to remove the letters entirely. Dr. Mendenhall clarified that the intent was to remove the external letter requirement only for those NTT faculty who have no specific scholarship requirement.

Provost Carl Reiber asked for clarification. He indicated that he gets many requests for these types of letters, and that he always completes them because he feels it as a sacred duty of being part of the academic community. He argued that external reviews validate the quality of Georgia Southern instruction. He stressed that he felt that the challenge is making certain that the workload of the person is understood so that the external referee is validating based upon the faculty member’s workload.

Dr. Mendenhall and others responded with questions about Provost Reiber’s experiences and perspective.

Marieke Van Willigen (CBSS) asked about lecturers, who do not need to seek external validation of their teaching for promotion. She asked why NTT faculty should be required to have external letters if lecturers with the same workload do not have to submit letters. Provost Reiber responded that he thought that all faculty at all levels should have external validation. Dr. Van Willigen responded that in her experience it was very difficult to assess teaching from an external perspective. Wendy Wolfe (CBSS) and Mike Nielsen (CBSS) noted that in their past experience, they had either seen external letters not speak to teaching or explicitly state that they could not comment on teaching and service because they could not evaluate these from an external perspective.

Ming Fang He (COE) indicated that when her department sends our requests for letters, they specify not to comment on teaching as it is not possible from an external perspective to validate teaching.

Following discussion, Bill Dawers (CAH) entertained a motion from the senate.

Robert Terry (CAH) moved to adopt the motion as submitted. Marieke Van Willigen (CBSS) seconded.

Beth Burnett (LIB) suggested a friendly amendment, but in further discussion, felt that the language in place did address her concerns. Thus, the friendly amendment was not added.

Vote was held at 5:04. 47 votes in favor. 3 abstained from voting. One person changed their vote at the termination of the senate meeting from against to in favor.

VII. SENATE PRESIDENT'S UPDATE

- a. Bill Dawers said that he and Kelly Tippy continue to work on the senate website, especially the page for current senate business.
- b. Second, he suggested that senators read the minutes from the GECC committee for a better understanding of the problems caused by committee understaffing. He mentioned several mechanisms for addressing the problems before next year and strongly encouraged each senator to look into possibly taking any open SEC-appointed positions on our committees.
- c. Third, he gave a brief preview of the next meeting senate meeting, which will consider a number of issues including the SRI pilot.
- d. Chris Caplinger (CAH) asked about volunteers for the pilot. Bill Dawers said that he wasn't certain of the number of volunteers, and that he didn't know if there were even volunteers from every college. Dr. Caplinger also asked if committing to the pilot meant committing to both the usual and the Qualtrics-based pilot SRI. Bill Dawers confirmed that faculty in the pilot would administer both SRIs. With no further questions, Bill Dawers asked President Marrero to begin his update at 5:11pm.

VIII. UNIVERSITY PRESIDENT'S REPORT AND BUDGET UPDATE (Dr. Kyle Marrero)

- a. President Kyle Marrero began by talking about the success of Celebrate Together, which had more than 115 booths and more than 1500 student attendees.
- b. He then provided an update on the Hyundai facility groundbreaking. He discussed the groundbreaking ceremonies and stressed the "tsunami of growth" that will be coming within the next three years. He spoke about how the pay scale at Hyundai could lead to problems retaining university staff, many of whom make less than the projected Hyundai salaries. President Marrero said that the first Hyundai-centered career fair had been a success, with Hyundai speaking to 12 students and hiring 9. President Marrero said that Hyundai's goal is to hire more than 40 of our students before the facility opens. He again emphasized that the new plant will spur new investment in the area, including residential development and infrastructure spending.
- c. Next, President Marrero indicated that the final census was completed in October, though it will be adjusted with Term B numbers. More updated numbers will be shared at the next senate meeting.
- d. While the final census numbers confirmed that our enrollment was down, President Marrero pledged that three faculty lines would be added to growth areas and at least one new student support line would be added.
- e. President Marrero then requested that faculty make use of the performance awards, nominating their worthy colleagues so they may receive recognition.
- f. He concluded with an update about the Armstrong Task Force. He said that while he requested four to six programs to emphasize, he had received a list of nine programs, which he felt were very strong. Before he revealed the list, he said that programs like nursing should know that they are already emphasized and that not being on the list did not mean that any program would be diminished. He noted new programs that had already been given special emphasis and already been added to the Armstrong Campus. He then detailed a list of programs that already exist that would be emphasized in Phase 1, including Economics, Logistics, Information Technology, Computer Science, Psychology (based on student demand), and Criminal Justice. He then said that Marketing and Management would be expanded to the Armstrong Campus. He noted that system approval would still be needed for modifications of the BS in Health and BS in Public Health on the Armstrong Campus. He also said that new associate programs were also in the works. He stressed that these new programs were Phase 1, but that now the Armstrong Task Force will work hard to develop a three to five year plan for growth and development of the Armstrong campus as part of Phase 2. He stressed that non-traditional students are going to be an important part of this push. He concluded his update to the Armstrong Task Force by reminding senators that advertising would be targeted to methods related to their intended audience, meaning that in general, the new push wouldn't be billboards and TV ads but digital advertising, using search engines and social media to target specific demographics. He said that if faculty see our ads, we might have missed the mark. He indicated that while there will be some TV spots, but they will be on streaming services, not on broadcast TV.

- g. At 5:30 PM, President Marrero opened for questions. Hearing none, President Marrero thanked the Armstrong Task Force.

IX. PROVOST'S REPORT (Dr. Carl Reiber)

- a. Provost Carl Reiber began his report by stating that as part of Phase 1 of the Armstrong Task Force, the university might need to adjust schedules and make sure faculty are in place to support the new course offerings. He stressed that Phase 1 needed to be understood as "low-hanging fruit," the easy adjustments that could be made to increase enrollment.
- b. Provost Reiber said that Phase 2 will entail more complex changes that would likely require support from the Board of Regents, including creating new programs. Phase 3 would be about determining the identity of Armstrong and the integration of the campus into Savannah in a meaningful way. He stressed that the efforts were not just about supporting Hyundai but about supporting all aspects of the economic engine in the Savannah area, including old and new industries. He stressed that the real work of the Armstrong Task Force is just about to begin, and that the senate should look forward to many further updates and more developments.
- c. Bill Dawers opened the floor to questions.
- d. Paula Tillman (WCHP) noted that the BHS is already offered on the Armstrong Campus and asked for clarification about its inclusion in Phase 1. Provost Reiber explained that the program needs to be more clearly distinguished from other programs, more clearly aligned with careers, and more efficiently marketed. He indicated that he was also working with the WCHP and JPHCOPH deans to gather information and exploring appropriate structures.

X. QUESTION AND ANSWER

- a. Following this discussion, Senate President Dawers opened the floor to comments, updates, and announcements.
- b. Chris Caplinger (CAH) wanted to let people know that early voting on the Statesboro Campus worked well. Annie Mendenhall (CAH) said that she hoped early voting could be offered on the Armstrong campus as well.
- c. Salman Siddiqui (PCEC) asked for an update on the site sync survey discussed in the previous senate meeting. Bill Dawers said that he hoped the survey would be available by mid-November, but he could not guarantee it. He apologized for the delay but said that competing demands have caused a delay on this project.

XI. ADJOURNMENT

- a. Following a motion by Salman Siddiqui (PCEC) and seconded by Robert Terry (CAH), the senate was adjourned at 5:46pm.

**Georgia Southern University Faculty Senate
Librarian's Report
November 7, 2022**

| <u>Standing Committees</u> | Page |
|---|------|
| FACULTY SERVICE COMMITTEE | 2 |
| FACULTY SENATE WELFARE COMMITTEE | 3 |
| GRADUATE COMMITTEE | 6 |
| INCLUSIVE EXCELLENCE | 10 |
| PLANNING, BUDGET AND FACILITIES COMMITTEE | 14 |
| SENATE EXECUTIVE COMMITTEE..... | 16 |
| STUDENT SUCCESS COMMITTEE..... | 19 |

Submitted respectfully by Christine Bedore, Faculty Senate Librarian, in preparation for the November 17, 2022 meeting of the Georgia Southern Faculty Senate

Faculty Service Committee
Meeting Notes

- Date: Monday, October 17th
- Purpose: Service award allocation
- Present: Kwabena Boakye, Laurie Gould, Marcel Ilie, Autumn Johnson, Eric Johnson, Jessica Mutchler, Stacey Smallwood
- Committee Chair: Michelle Reidel

Total Budget: \$31,982

- The committee reviewed thirty (30) service grant proposals – the largest number of proposals submitted in recent years.
- Given the increased need to support professional travel, the committee voted to provide each faculty member requesting support for travel to a conference \$500.00. There were nineteen proposals in this category.
- Traditionally the committee utilizes 60% of it's budget to fund service grant proposals in the fall semester and utilizes the remaining 40% to fund service grant proposals in the spring semester. However, the committee voted to utilize a greater percentage of our budget in the fall in order to provide financial support to more projects. 75% of the budget was distributed this semester. Service projects awarded funding include:
 - Camp RAD
 - Party with a Purpose
 - Manufacturing Camp
 - Multilingual Literacy Project
 - VITA Tax Preparation
 - Mind & Body Fitness Program for teachers
 - Math Support for Families of K-2 students
 - Healthy Boro Project
 - Terrapin Rehabilitation
 - Phase 3 Cardio Rehab

Faculty Senate Welfare Committee
Meeting Minutes
10/12/2022
2022-2023 FWC
1:00-3:00 pm

Location:

<https://georgiasouthern.zoom.us/j/89797074322>

FWC Members Present:

| | | |
|-----------------|----------------------|-----------------|
| Dziyana Nazaruk | Amanda Konkle | LiLi Li |
| Tamerah Hunt | Salman Siddiqui | Marina Eremeeva |
| Betsy Barrow | Marieke Van Willigen | |
| Austin Francis | Gustavo Molina | |
| Wendy Wolfe | Jonathan Murphy | |
| Amy Potter | Rongrong Zhang | |

I. Call to Order

Chair Betsy Barrow called the meeting to order at 1:05 PM.

II. Approval of Agenda

Tamerah moved to approve the Agenda. Amy seconded. The agenda was approved as written.

III. Faculty Welfare New Business

A. Message from Bill Dawers

Betsy met with him and discussed what the committee wants to undertake this year. Betsy solicited input regarding the meaning of "faculty welfare" and what this committee should be doing.

Salman suggested that this committee should bring issues that faculty are concerned about to light. This has included salary and transparency regarding pay increases for promotion, expectations, etc.

Gus posed that this committee should be concerned with fairness and clear procedures and expectations across colleges.

Wendy noted that the committee is responsible for bringing forward faculty concerns that are present across departments and colleges. Sometimes this committee is about finding information, and sometimes it is bringing concerns forward and/or generating solutions.

Betsy noted that this committee has often undertaken efforts that might be slightly beyond the scope of this committee's charge.

One thing that her college has been working on is drafting policies for faculty workload. It seems that not all colleges have consistent workload policies.

Tamerah noted that we were charged with the things that we were completing last year, although they may have been beyond stated expectations for the committee. The committee will need to determine what is important for faculty from a number of colleges. Tamerah would personally like for us to tackle mental health challenges for faculty and staff.

Austin added that his college has talked about workload policy as well as a flexible policy, but there is concern about evaluation and recognition of people's work with varieties of workload policies.

Amy brought forward research leave as something to revisit. The issue of fairness associated with this is pertinent; some colleges get leave and others don't. Diana Cone noted that there was a moratorium on educational leave for 4 or 5 years. Amanda noted that there are also situations where faculty members are made aware of the applications for educational leave but told that we are unlikely to be approved for it because we don't have enough faculty to cover someone going on leave.

Wendy noted that Bill Dawers is trying to work on communication and the clarity of information shared on websites. She asked if we could get a web-based submission process for faculty concerns so that faculty don't have to communicate with an individual but directly to the committee. Marieke said that she could bring this idea to the SEC to see if the staff person can forward the questions from such a form to the relevant committees.

Salman noted that not all faculty get minutes of the SEC meetings forwarded from their representatives, and that it would be good for those minutes to be distributed to all faculty. The idea is that the staff member will also put the minutes on the website, but it will take time for that to be an established procedure.

The committee revisited the charges: **SECTION 17. FACULTY WELFARE COMMITTEE**

1. The responsibilities of the FACULTY WELFARE COMMITTEE shall be as follows:

1. conduct an on-going study of campus, University System of Georgia, state and national policies affecting faculty benefits and working conditions; solicit suggestions and concerns related to faculty welfare from individual faculty members and groups of faculty; monitor existing evaluation procedures, instruments, validity, collections and distribution of data; and
2. address other specific questions in this area that may be requested by the Senate Executive Committee.

IV. Faculty Welfare Unfinished Business

A. [Chair Evaluation](#) (Marieke & Wendy)

1. Marieke and Wendy discussed taking out the term limit, which seemed to be the major point of contention.
2. The BoR requirements state not only that chairs be evaluated but also that all faculty administrators be evaluated regularly. Should the policy include language to the point that all faculty with administrative roles are to have annual evaluations?
3. Diana Cone noted that there are already policies for Associate Deans and Deans. She is not sure if people in Director positions are getting comprehensive reviews every five years. She noted that the supervisors should decide who is the best suited to do the comprehensive review for those in director or other administrative positions.
4. Is there anywhere in the University policies that makes other faculty aware of the language for evaluation of faculty administrators from the BoR? There could be a section of general introduction that provides the BoR language on review of all administrators. Marieke noted that some Associate Deans and other administrators had asked her if this policy applied to them, which is why the idea of adding this general language came up.
5. Bill Dawers suggested that this should be first submitted as a Discussion Item.
6. It was decided that, if we add the general introduction with the BoR language on evaluating faculty administrators, we will wait to see that language in the November meeting prior to sending it forward to Senate as a Discussion Item.

B. Update from Budget Committee (Amanda)

1. Amanda asked Bill Dawers to bring concerns about budget transparency, specifically as it related to faculty line allocation to the Budget Committee. Bill reported that the committee has been restructured to serve as a way to communicate better about budgeting. The most recent meeting was a detailed discussion of budget processes with Ron Stalnaker and Justin Janney. Bill said he would ask if he could get some clarification on that budgeting from those two, but it remains difficult to get clear data for all colleges across the campus, and we therefore are stalled on addressing that issue.

C. Update on the [Faculty Annual Report Form](#) (Marieke)

1. No update. The policy has not yet been approved by the BoR.
2. Marieke and the rest of the subcommittee will begin drafting with the hope of hearing from the BoR soon.
3. Provost Reiber said in the last Senate meeting that changes to the policy had gone forward to the BoR.
4. We were hoping to use the form that was approved at the end of last year with slight modifications. The form shouldn't be much different from what was approved, because student success language has already been added.
5. Betsy reported a concern on SoTL being in teaching rather than research, and that will be modified for the revisions since additional slight revisions are planned.

V. Faculty Welfare Concerns

- A. [Spreadsheet to Report Faculty Welfare Concerns](#): Please reach out to your colleagues in each of your colleges to request that they submit concerns that we should address in future meetings. Report them in the spreadsheet linked [here](#), and include any supplementary information as needed.
1. Tamerah asked if we would put updates on the spreadsheet, since old concerns are still there, but they have not been marked as resolved. Tamerah specifically asked about working outside of Georgia in the summer. Amanda noted that this was one of the concerns that was out of the committee's hands, and so we couldn't really do anything about it beyond making the faculty's reservations about that policy known.
 2. Amanda and Tamerah volunteered to help Betsy update the statuses on that spreadsheet.
- B. Ongoing Faculty Welfare Concerns
1. [Faculty Pay - 10 Months vs 12 Months](#)
 - a) This is something that we don't have any control over. It needs to be changed system-wide.
 - b) Gus noted that summer contracts cannot be for more than 33 $\frac{1}{3}$ % of their base salary. If the pay was divided over 12 months, this would not contradict that stipulation, because the base salary remains the same. It would impact taxes for that month if this were to happen, but again, this has been on the table for 2 or 3 years without movement at the system level.

VI. Adjourn

Marieke moved to adjourn the meeting. Tamerah seconded the motion. The meeting was adjourned at 1:51 PM.

Meeting Calendar:

Wednesday, September 14, 2022
Wednesday, October 12, 2022
Wednesday, November 9, 2022
Wednesday, January 11, 2023
Wednesday, February 8, 2023
Wednesday, March 8, 2023
Wednesday, April 12, 2023

GRADUATE COMMITTEE MINUTES

Graduate Committee Meeting Date – September 8, 2022

Present: Dr. Gus Molina, CEC; Dr. Jeff Riley, CAH; Dr. Eric Silva, CBSS; Dr. Jonathan Grubb, CBSS; Dr. Errol Stewart, Parker COB; Dr. Ming Fang He, COE; Dr. Michele McGibony, COSM; Dr. Bill Mase, JPHCOPH; Dr. Linda Kimsey, JPHCOPH; Dr. Gregg Rich, WCHP; Ms. Ruth Baker, Univ. Libraries; Dr. Leslie Roberts, [Alternate] COE

Guests: Dr. Cindy Groover, VPAA; Dr. Delena Gatch, IAA; Ms. Barbara King, IAA; Dr. Ashley Walker, COGS; Dr. Checo Colón-Gaud, COGS; Mrs. Audie Graham, COGS; Mrs. Wendy Sikora, COGS; Mrs. Sara Emily Ridgway-Jones, COGS; Mrs. Megan Murray, COGS; Mrs. Caroline James, COGS; Ms. Kelli Aikens, COGS; Mrs. Cassie Morgan, Registrar's Office; Mr. Wayne Smith, Registrar's Office; Ms. Doris Mack, Registrar's Office; Ms. Tiffany Hedrick, Registrar's Office; Ms. Kirsten Hicks, Registrar's Office; Ms. Seana Clay, Registrar's Office; Ms. Jessica Lindbom, GSO Representative; Dr. Stephen Rossi, WCHP; Dr. Brian Koehler, COMS; Dr. David Williams, CEC; Dr. Brenda Blackwell, CBSS; Dr. Nandi Marshall, JPHCOPH; Dr. Rand Ressler, Parker COB; Dr. Jolyon Hughes, CAH; Dr. Daniel Skidmore-Hess, CBSS; Dr. Shelli Casler-Failing, COE; Dr. Trent Davis, CBSS; Dr. Ryan Schroeder, CBSS; Dr. Mohammad Davoud, CEC; Dr. Lowell Mooney, Parker COB, Dr. Will Lynch, COSM

Absent: Dr. Xiaoming Yang, CEC

I. CALL TO ORDER

Dr. Shelli Casler-Failing called the meeting to order on Thursday, September 8, 2022 at 9:00 AM. She shared the following reminders:

- Mute microphones when others are speaking.
- Alternates are only required to attend meetings if they are filling in for someone. In this case, notify Audie Graham (agraham@georgiasouthern.edu) so that she is aware of the substitution. Alternates are still welcome to attend meetings, but if they are attending as a guest they are not allowed to vote.
- Instructed committee to use hand reactions when the committee is all in favor.

II. APPROVAL OF AGENDA

Dr. Michele McGibony made a motion to approve the agenda as written. A second was made by Dr. Ming Fang He and the motion to approve the agenda was passed.

III. ELECTION OF GRADUATE COMMITTEE CHAIR

Dr. Casler-Failing asked for nominations for the election of the 2022-2023 Graduate Committee Chair. Dr. He nominated Dr. McGibony to serve as Chair, and she accepted the nomination. With no objections, the committee approved to elect Dr. McGibony to serve as Chair for the 2022-2023 Graduate Committee meetings.

IV. DEAN'S UPDATE

Dr. Ashley Walker shared the following updates:

- The Graduate Student Organization has put out their first call for travel and research grants. The fall deadlines are September 15 and November 15, and the spring deadlines are February 15 and April 3. COGS will be sending email reminders to students. Please encourage your students to apply. In the past we have had two councils, one on the Statesboro campus and the other on the Armstrong campus. Due to budget changes we have combined the two councils, but we will still a faculty advisor on each campus. Dr. Thresa Yancey will continue serving as the faculty advisor on the Statesboro campus and Dr. Aaron Schrey is the faculty advisor on the Armstrong campus.
- COGS will continue to host social hour webinars for graduate students. The first fall event was scheduled on August 24th and it was well attended. The next will be held on September 21st, and the title for the webinar is 'Library Resources for Graduate Students'. COGS will send emails to graduate students with additional information as the date approaches.
- COGS will be attending a couple of graduate fairs this fall. If programs would like additional information on the fairs please contact Megan Murray at 478-2302 or meganmurray@georgiasouthern.edu.

Dr. Walker explained that the revised agenda was sent out to include the curriculum items submitted by the College of Behavioral and Social Sciences.

V. APPROVAL OF 2022-2023 GRADUATE COMMITTEE MEETING SCHEDULE

Dr. Bill Mase made a motion to approve the 2022-2023 Graduate Committee meeting schedule. A second was

made by Dr. He and the motion to approve the schedule was passed.

The approved meeting schedule is below.

**Schedule of Meetings
Graduate Committee (GC)
2022-2023 Academic Year**

| Meeting Date | Meeting Time | Meeting Locations | | Agenda Items Due to Office of the Registrar | Agenda Items Due to GC Recording Secretary | Agenda Items Posted on Web and Sent to GC Members |
|--|--|--|------------------|---|---|---|
| | | Statesboro Campus | Armstrong Campus | | | |
| September 8, 2022 | 9:00 a.m. | Virtual via Zoom | | August 18, 2022 | August 25, 2022 | September 1, 2022 |
| October 13, 2022 | 9:00 a.m. | Virtual via Zoom | | September 22, 2022 | September 29, 2022 | October 6, 2022 |
| November 10, 2022 | 9:00 a.m. | Virtual via Zoom | | October 20, 2022 | October 27, 2022 | November 3, 2022 |
| December 8, 2022 *January 19, 2023 **February 9, 2023 March 9, 2023 | 9:00 a.m. 9:00 a.m. 9:00 a.m. 9:00 a.m. | Virtual via Zoom Virtual via Zoom Virtual via Zoom Virtual via Zoom | | November 17, 2022 December 12, 2022 January 19, 2023 February 16, 2023 | November 23, 2022 January 5, 2023 January 26, 2023 February 23, 2023 | December 1, 2022 January 12, 2023 February 2, 2023 March 2, 2023 |
| April 13, 2023 | 9:00 a.m. | Virtual via Zoom | | March 23, 2023 | March 30, 2023 | April 6, 2023 |

***THIS IS THE FINAL MEETING TO HAVE PROGRAM CURRICULUM APPROVALS IN BANNER FOR EARLY REGISTRATION ON MARCH 6, 2023.**

****THIS IS THE FINAL MEETING TO HAVE COURSE CURRICULUM APPROVALS IN BANNER FOR EARLY REGISTRATION ON MARCH 6, 2023 AND CURRICULUM APPROVALS FOR THE 2023-2024 GSU CATALOG. *Note: Items requiring Board of Regents/System Office approval may still not make the catalog if submitted this late and the submission is still pending System Office/Board of Regents/DOE approval at the time the catalog is finalized.***

VI. NEW BUSINESS

A. College of Behavioral and Social Sciences

Dr. Trent Davis presented the agenda items for the Department of Public and Nonprofit Studies.

Department of Public and Nonprofit Studies

New Course(s):

PBAD 7810 – MPA Professional Portfolio

JUSTIFICATION:

The MPA Professional Portfolio serves as a culminating activity for students in the MPA Program Executive Track. The Executive Track is a new track under the broader umbrella of the MPA program. The Executive Track is a cohort-based, lock-step model that admits students in the spring (Spring 2023 will be the first cohort). Courses are taught fully-online, in an abbreviated 8-week format. While students will collect academic and professional artifacts for use in their portfolio throughout their course of study, they will be responsible for preparing and presenting their portfolio during their final semester.

PBAD 7820 – Immersion I

JUSTIFICATION:

Immersion I is a short-term, intensive experience for students in the MPA Program Executive Track. Immersion I occurs during the students second semester in the program, or approximately at the halfway point. The Executive Track is a new track under the broader umbrella of the MPA program. The Executive Track is cohort-based, lock-step program that admits students in the spring (Spring 2023 will be the first cohort). Courses are taught fully-online, in an abbreviated 8-week format. Immersion I will expose students to a range of topics (through readings, workshops and activities, and guest speakers) that supplement and support classroom learning, while providing opportunities to gain a deeper understanding of the discipline.

PBAD 7821 – Immersion II

JUSTIFICATION:

Immersion II is a short-term, intensive experience for students in the MPA Program Executive Track. Immersion II occurs during the students fourth (and final) semester in the program. The Executive Track is a new track under the broader umbrella of the MPA program. The Executive Track is cohort based, lock-step program that admits students in the spring (Spring 2023 will be the first cohort). Courses are taught fully-online, in an abbreviated 8-week format. Immersion II will expose students to a range of topics (through readings, workshops and activities, and guest speakers) that supplement and support classroom learning, while providing opportunities to gain a deeper understanding of the discipline.

Revised Program:

Master of Public Administration

JUSTIFICATION:

The Executive Track adds an “executive style” model to the existing MPA Program. The current program is offered in a hybrid format (i.e., Hybrid Track) that blends online and in-person instruction on the Statesboro Campus. In order to reach adult-learners from a geographically diverse region, the Executive Track is offered fully-online, in an abbreviated 8-week format. The Executive Track, as required by the program’s accrediting body, relies on the same core curriculum, mission, and student learning outcomes as the Hybrid Track.

Dr. Errol Stewart asked for clarification on the catalog year for these items. Dr. Davis confirmed that the department will be launching this program in spring 2023. Dr. Walker stated they have received approval from the President and Provost to have the spring 2023 start term.

MOTION: Dr. Linda Kimsey made a motion to approve the agenda items submitted by the Department of Public and Nonprofit Studies. A second was made by Dr. He, and the motion to approve the New Courses and Revised Program was passed.

B. Curriculog Committee Member Training – Barbara King conducted the training for the new Curriculog curriculum management system. She reviewed the [workflow](#) and discussed the [resources](#) that are available on the Office of Institutional Assessment and Accreditation website. Ms. King briefly reviewed the [Graduate Committee Curriculum Handbook](#) and [Checklist](#). She asked the committee members to let her know if there are any additional items that should be added that would be beneficial to others. Additional training materials can be found on the Office of the Registrar’s [website](#). If anyone has Curriculog questions please email CCS@georgiasouthern.edu.

Dr. Brian Koehler referenced the list of names who has access to Curriculog, and asked for clarification of the roles for department curriculum chairs and department curriculum members. Tiffany Hedrick explained that the chairs are the only ones that will be able to approve the items in the system, and the members would only receive the notifications. Ms. Hedrick asked Dr. Koehler to send the complete list of who needs access to the system to CCS@georgiasouthern.edu, and to identify what their role should be.

VII. OLD BUSINESS

A. Registrar’s Update – Mr. Wayne Smith said if anyone has questions about the new system please let the Registrar’s Office know. He thanked Doris Mack, Tiffany Hedrick, and everyone who assisted with rolling out the new system.

VIII. ANNOUNCEMENTS – Dr. Walker reminded everyone that the January meeting is the final deadline to have program curriculum approvals and the February meeting is the final deadline for course curriculum approvals. Mr. Smith also pointed out that another change is that a December meeting has been added to the schedule this year.

Ashley said there are several SEC appointments that have not been assigned. She asked if IAA or the Registrar's Office will be keeping track of any new members, or if COGS should notify them of changes so they are added to the Curriculog system. Dr. Delena Gatch said IAA was told by Faculty Senate to keep monitoring the website for GECC membership changes. Mr. Smith asked Dr. Walker to notify the Registrar's Office when new Graduate Committee members are added. Dr. Mase said Dr. Bill Dawers is working hard to get the unfilled positions assigned within the next few weeks.

IX. ADJOURNMENT

There being no further business, the meeting was adjourned on September 8, 2022 at 10:01 AM.

Respectfully submitted,

Audie Graham, Recording Coordinator

Minutes were approved September 21, 2022 by electronic vote of Committee Members

FACULTY SENATE INCLUSIVE EXCELLENCE COMMITTEE MINUTES

Wed. Sept. 7, 2022

Time 1:00 pm

Zoom

Present: Nikki Cannon-Rech (Libraries), Jessica Orvis (COSM), Alex Reyes (COE), Yelena Tarasenko (JPHCOPH), Akiv Dawson (CBSS), Jeffrey Burson (CAH), Mary Yarbrough (CHP)

Absent: Mosfequr Rahman (PCEC), Alicia Brunson (CBSS)

Guests: Dominique Quarles (AVP IE)

I. CALL TO ORDER

A. The meeting was called to order by Mary Yarbrough (CHP) at 1:04 pm.

II. APPROVAL OF AGENDA

A. There was no agenda to approve.

III. NEW BUSINESS

A. There was recognition among the group that this committee is starting again. It met for half of the year last year under the leadership of Diana Botnaru (WHCP) and she is no longer a part of this committee. We need to elect a new chair.

B. Jessica Orvis (COSM) nominated Akiv Dawson (CBSS) and Alex Reyes (COE) to be co-chairs of the committee. Nikki Cannon-Rech (Libraries) seconded. All were in favor, and none opposed.

C. There was discussion that the pronoun option had been added by IT to folio. The link was shared for the document describing how this could be done. Alex Reyes (COE) suggested that faculty should be made aware of the existence of this document.

[Adding Pronouns on Profile Card.pdf - Google Drive](#)

D. Dominique Quarles (AVP IE) introduced himself and drew our attention to the website of IE plans on the campus. Alex Reyes (COE) pointed out that our committee is one of the goals of the Faculty Senate IE plan. Dominique Quarles (AVP IE) recommended focusing our efforts on 506 strategies to get started. Akiv Dawson (CBSS) drew our attention to the timeline in 1.B.8. Conversation that followed revealed some level of confusion and the need for clarification about our charge as a committee. The committee will request clarification and will read the IE action plans again in preparation.

[Academic Colleges/Departments Action Plans | Office of Inclusive Excellence | Georgia Southern University](#)

[Faculty Senate 2020-2024 Inclusive Excellence Action Plan.pdf - Google Drive](#)

Shared Google Drive for FSIE: https://drive.google.com/drive/folders/1CIVLiunYb-m3jd_8Jrr6r0w2z2FTF4X?usp=sharing

IV. Other

A. Alex Reyes (COE) will do a poll for the next meeting time. Our next meeting will take place in October.

V. Adjournment

Akiv Dawson (CBSS) moved to adjourn the meeting. It was seconded by Jeffrey Burson (CAH) and the meeting adjourned at 2:10 pm.

Minutes were approved by an electronic vote of Committee Members on [insert date]

Vote Record Note: Motion to approve by _____

Seconded by _____.

All voting in favor: _____.

Respectfully submitted, Jessica Orvis

Date: ____9/8/22_____

Akiv Dawson and Alex Reyes, Committee Co-Chairs

Jessica Orvis, Scribe

FACULTY SENATE INCLUSIVE EXCELLENCE COMMITTEE MINUTES

Wed. Oct 12, 2022

Time: Noon

Zoom

Present: Jessica Orvis (COSM), Alex Reyes (COE), Yelena Tarasenko (JPHCOPH), Akiv Dawson (CBSS), Kristen Ruhland (COBA), Mosfequr Rahman (PCEC), Alicia Brunson (CBSS), Nikki Cannon-Rech (Libraries),

Absent: Jeffrey Burson (CAH), Mary Yarbrough (CHP)

Guests:

I. CALL TO ORDER

A. The meeting was called to order by Akiv Dawson at 12:10 pm.

II. APPROVAL OF AGENDA

III. NEW BUSINESS

A. Akiv Dawson walked through the Faculty Senate IE Plan and marked off the items where this committee has a role to play.

Goal 1- A.1. Did this policy review happen? We should check to see and find out if there are results to review.

Goal 1- B.4. Did this climate survey happen? We need to see the results.

Goal 1- B.6. Did we get an ombudsperson?

Goal 1- B.8. The audit has been tasked to our committee. We need clarification on what is needed in this audit. Akiv Dawson (CBSS) will request clarification and Alicia Brunson (CBSS) will begin developing questions for the audit after clarification. Kristen Ruhland (COBA) noted that we need the definition of middle and senior levels. Also we need benchmarks against peer and aspirational institutions. Alex Reyes (COE) noted that the current list seems old and noted that we need clarification on which institutions should be considered for benchmarks. Akiv Dawson (CBSS) noted that we might need to shift the timeline so that we prepare the audit this semester and deliver it in the spring.

Goal 1- F.4. Our committee can check progress. Alex Reyes (COE) asked if chairs of other IE committees know what is expected? Akiv Dawson (CBSS) replied that she will find out by checking on progress.

Goal 2- D.1. Check on the progress of this. Alicia Brunson (CBSS) noted she is on the Student Success Committee and it would be helpful to know how they are defining student success. Dr. Katie Mercer is the chair of the committee and she will check with her on the definition of student success used by her committee.

Goal 3- A.1. and A. 2. Need to check on the progress and timeline of each.

Goal 3- B.4. We should be able to make good progress here. We aren't responsible but we can check to see that it happens.

A table at the end of the document summarizes the FSIE role.

- B. Alicia Brunson (CBSS) noted that it's important to get info from the FS. Kristen Ruhland (COBA) noted it's better at this stage to get info from the Senate President rather than the college reps.
- C. Kristen Ruhland (COBA) pointed out that some of this data is likely collected for assessment. Wouldn't it be helpful down the road to have that information in one place that could be used by our group and others if needed instead of having to submit it in reports over and over?
- D. Akiv Dawson (CBSS) reiterated that our committee will be focused on Faculty Senate.
- E. The next meeting will be in a month. The time will be confirmed later.

IV. Other

V. Adjournment

The meeting was adjourned at 1:00 pm.

Minutes were approved by an electronic vote of Committee Members on [insert date]

Vote Record Note: Motion to approve by _____

Seconded by _____.

All voting in favor: _____.

Respectfully submitted, Jessica Orvis

Date: ____9/8/22_____

Akiv Dawson and Alex Reyes, Committee Co-Chairs
 Jessica Orvis, Scribe

**PLANNING, BUDGET, AND FACILITIES COMMITTEE
MEETING MINUTES**

Date: August 17, 2022

Location: Hollis 2109

Date: 9/21/2022

Location: Hollis 2109

Meeting Convened: 9:00 am

Voting Members Present: Nedra Cossa, Jamie Cromley, Bill Dawers, Christina Gipson, Mark Hanna, Christopher Kadlec, Lauren McMillan, Stephen Vives

Non-Voting Members Present: Ron Stalnaker, VP Business and Finance

Guest: Justin Janney, Associate Vice President & Chief Financial Officer
Ron Stalnaker, Vice President for Business and Finance

Minutes: Chair Christina Gipson convened the meeting and introduced the guests who were invited to provide the committee background on the university's financial structure. This presentation was the only agenda item. Mr. Janney provided an overview of the current total university budget and explained that these funds fall into two categories, "Lapsing" and "Non-lapsing." The majority of lapsing funding is made up of the state appropriation and tuition revenue. Mr. Janney explained the two-year lag in the state appropriation that is based on enrollment. In summary, declining or increasing enrollment leads to a change in the state appropriation two-years in the future. System institutions can lobby for changes in the state appropriation, but strong justification must be provided. Only three percent of the state appropriation in one fiscal year can be carried over into the next fiscal year.

An example of non-lapsing funding is the revenue produced by Auxiliary Services. Components of auxiliary revenue include housing, food services, university stores, health services, and parking. These enterprises must be self-sustaining, i.e., shortfalls cannot be fixed with state funds.

Declining enrollment has immediate consequences in decreased tuition revenue and auxiliary revenue, followed by a reduced state appropriation two years later. Planning now is necessary to both increase enrollment and prepare for the demographic cliff (steep decline of high school graduates) expected in 2026.

In response to a question about how our student fees compare to other institutions, Mr. Janney responded that ours are comparable to other comprehensive institutions in the state. Currently new student fees or fee increases are not being approved by the University System unless they are to decrease debt service. Mr. Stalnaker added that student fees are reviewed each year in a process that includes student input. Even when students have requested an additional or increased fee, the University System has declined over the last approximately eight years. Students are included in the approval process for student fees. Each institution can change auxiliary fees, for example dining plan fees, parking fees, etc.

Departmental revenues include course fees. A few years ago, those funds were no longer allowed by the state to reside in non-lapsing accounts and must be spent out each year.

Facilities and Administrative (F&A) funds also known as indirect cost recovery are generated from externally funded grants. Currently these are non-lapsing funds. The State Legislature and University System are asking for reports on the spending rate from those accounts. Georgia Southern is periodically monitoring the F&A accounts to be in a position to respond to requests for information about the accumulation of F&A funds.

Fund 50 funds are used for minor renovation and repair projects. These are lapsing funds.

Major Repair and Renovation (MRR) funds come from the state usually from bond sales. Examples of MRR expenditures are replacement of chillers, windows, roofs, and flooring.

GSFIC funds result from bond sales and are used for major renovations and new buildings. These are one-time funds and typically each institution applies to place these projects on a list that is prioritized by the University System with input from state government.

Mr. Janney and Mr. Stalnaker responded to several questions related to the following topics.

Merit raises are authorized by the State Legislature and administered by the University System. In recent years, the state has provided 75% of the funds to implement merit raises, but institutions had to cover 25%. Therefore, merit raises can lead to corresponding cuts in the budget in other fund categories. Personnel in auxiliary services are not always included in merit raises to faculty and staff; and were not included in the recent cost-of-living raise. Georgia Southern identified internal funds to provide cost-of living raises to the staff in auxiliary services.

Year end funds accumulate each year from vacated positions. Even though at the beginning of the year all funds are allocated, vacancies from resignations and retirements produce these one-time funds. These year-end funds are then allocated by the President's Cabinet to each Vice President for distribution.

Athletics do not currently break even from generated revenue. Although the goal is to break even, and the institution is moving in that direction, other funds support the athletics programs. This investment is justified by brand exposure and student recruitment.

Mr. Stalnaker discussed possible solutions to address allocation-related issues. Quarterly review meetings are being discussed and financial dashboards are being developed which would allow adjustments both within and between fiscal years. Both Mr. Janney and Mr. Stalnaker expressed their desire to promote transparency in the budgeting process and offered to spend additional time with the Planning, Budget, and Facilities Committee as needed.

Adjournment: 10:35 am

Minutes submitted by: Steve Vives

Minutes approved: 10/19/2022

Senate Executive Committee Meeting Minutes

10/14/2022

1pm to 3pm

In attendance: Bill Dawers (President/CAH); Ed Mondor (President Elect/COSM); Robert Terry (Secretary/CAH); Christine Bedore (Librarian/COSM); Sheri Carey (WCHP); Hayden Wimmer (PCEC); Wilhelmina Randtke (Libraries); Kwabena Boakye (PCOB); Annie Mendenhall (CAH), Marieke Van Willigen (CBSS)

Absent: Bill Mase (JPHCOPH); Kymberly Harris (COE);

Senate President Bill Dawers began the meeting at 1:02 pm

The first update was about the new administrative assistant Kelly Tippy who has been hired to support the faculty senate. Dawers spoke very positively about her work so far, including her early work on the senate website. He said that some content is being archived and that other elements are being updated, including membership lists and misleading URLs. He said that the current senate business page should soon be updated with recent agendas, minutes, and details about ongoing initiatives. He said that at some point Kelly Tippy might be working directly with other officers in various ways.

The SEC then discussed Mike Nielsen's concerns about the Safe Space training and the responses to those concerns that were in the minutes from the Oct. 7 SEC meeting with President Marrero and Provost Reiber. Members agreed to return to the issue when the training is again made available to faculty. The training is currently on hold but will be offered again in January under the auspices of the Inclusive Excellence office.

Dawers then transitioned to some updates and clarifications from last week's meeting concerning the Armstrong Task Force. Some discussion occurred regarding the potential list of programs that would be emphasized in phase one, though that will not be represented in these minutes as the list has not been finalized. Dawers noted that there may be some tension among faculty regarding new marketing initiatives and that he hoped SEC members would relay concerns.

After that, the SEC transitioned to a brief discussion of the AAUP survey results regarding the changes to post-tenure review. As an email about these results had been distributed earlier, there were few surprises and little discussion.

Bill Dawers then discussed the upcoming Segal salary study, which will be presented to the Faculty Senate during the October meeting, with time for Q&A. Dawers said that he had not yet seen the report but that he understood that, on average, faculty median salaries have gone up compared to the peer institutions. He asked for and received support from the SEC for having Segal give this presentation at the next faculty senate meeting. Dawers and others discussed some concerns about what elements, including compression and inversions, might need further study.

Bill Dawers then moved to the planned discussion item on websites like Chegg and how the university handles academic dishonesty. Dawers said that after the last SEC meeting, little progress had been made on the development of a Discussion Item or RFI, and he wanted to reopen the discussion with the SEC on the best way to proceed. Some members expressed concern that our response time would be too slow to get meaningful change if we didn't put forward a discussion item for October, but during discussion, other SEC members suggested that taking a little more time would be appropriate. Hayden Wimmer (PCEC) agreed to

take the lead on developing the next version of this Discussion Item with examples of how other universities are approaching this problem to create a discussion about how we, as a university, can move to address these problems. Robert Terry (CAH, Secretary) said that the DI needs to be limited to focusing on making clear the extent of the issue, detailing strategies that other universities have in place, and suggesting possible steps that Georgia Southern could be taking. The SEC decided to try to have a DI ready for the November faculty senate meeting.

Annie Mendenhall (CAH) brought up a motion that she had submitted but which Bill Dawers had not yet seen. The motion calls for changes to the current requirement that NTT faculty submit external letters for major reviews and promotion even in cases where their positions do not require scholarship. Annie Mendenhall (CAH) shared a link to the motion with the SEC for review, and several members made suggestions. After the discussion, and because of the need to get this done before NTT members came up for promotion in the spring of 2023, Bill Dawers requested that revisions be done over the weekend, and a decision about including it within the next faculty senate agenda would be made early next week. If it was deemed acceptable, it would be added into the agenda; if not, it would be delayed and submitted as part of the November faculty senate meeting.

Next, the SEC discussed potential topics and directions for the Faculty Welfare Committee, which often seems to have more on its plate than other senate committees. Bill Dawers recapped a discussion he had with the chair of the committee (Betsy Barrow). Marieke Van Willigen (CBSS) weighed in on her experience as part of the committee. She said that a form on the website for faculty to submit concerns could enable the SEC to direct concerns to the most relevant committees. Dawers supported that idea and said that the form could be added when updates are eventually made to the Sharepoint site with the DI, RFI, and Motion Request forms.

Marieke Van Willigen (CBSS) also provided an update on the chair evaluation process. The Faculty Welfare Committee requested that she seek feedback from the SEC on a proposal to include language that all tenured faculty serving as administrators are required to be evaluated. The Board of Regents has included such a statement in the new BOR policies on evaluations and post-tenure review. Our Faculty Handbook currently includes no language making administrators other than chairs aware that they are required to be evaluated. Thus the inclusion of this language from the BOR in our Faculty Handbook would serve to make those individuals aware of the requirement. It would be followed with a statement that evaluations would be conducted in a manner determined by their unit. The specifics on how chair evaluations are to be conducted (already drafted) would then follow. President Dawers spoke in favor of this approach, and Marieke said that updates will be coming from the Faculty Welfare Committee.

After that update, Bill Dawers opened the discussion to ideas for what the Faculty Welfare Committee might take on. He suggested morale and the results from the engagement survey. Marieke Van Willigen (CBSS) spoke about concerns with equity in the availability of educational leave. Ed Mondor (COSM) echoed that while he has heard educational leave is available, he has never seen anyone in his college able to take it because of a shortage of faculty members. Dawers endorsed the idea that Faculty Welfare should look into this topic further. Some discussion was also held about Faculty Welfare looking into issues related to travel funding for departments across the university. Bill Dawers suggested that a presentation on the current status of travel funding across the university from the Faculty Welfare Committee to the Faculty Senate could lead to greater equity and transparency. Marieke Van Willigen (CBSS) pointed to research that if we truly want to promote equity as an institution, we need to promote transparency in all processes. Discussion also addressed how many departments have detailed expectations that tenured and tenure track faculty present at

national and international conferences. Reduction in travel funding has created a problem with equity as not all faculty can afford travel in the same way but many colleges are still including conference presentations as an expectation for promotion and/or tenure.

The meeting adjourned at 3 p.m.

Minutes approved electronically.

Student Success Committee
Meeting Minutes
October 14, 2022
11:10-12:10

Members present: Kitty Crawford, Bo Dai, Yi Hu, Salman Siddiqui, Mark Whitesel, Leigh Ann Williams, Dustin Anderson

Members not present: Lee Bareford, Amy Jo Riggs, Amy Smith

Old business:

- Reviewed charge of the committee as listed on the GS website
- Briefly discussed how the committee will continue work that was started last year

New business:

- Reported that Faculty Senate President Bill Dawers expects the committee to decide this year's focus.
- Discussed advisement as a possible focus. Dustin Anderson gave information about advisement. The role of advisors was discussed.
- Discussed retention as another possible focus. Dustin Anderson stressed that departments should have "targeted, intentional retention conversations with departments."
- Briefly discussed ongoing issue of student success: all departments promote activities that contribute to student success, but are these activities being shared/reported widely?
- Melanie Miller reported on Student Affairs activities.
- Dustin Anderson reported ASC changes: the reimagined role of success coaches, etc. The problem of information about changes not being disseminated effectively was also discussed.
- Other important issues that are being addressed by the university include improved support for first-generation students and international students. For example, online tutoring at tutor.com will be widely available to students.

Looking forward/next meeting:

- Committee will unpack the issue of students' mental health.
- Committee will also continue discussion of retention with the goal of answering this question: at the end of this academic year, what can this committee offer the president about retention?
- Begin collecting information from colleges about student success. What are departments/colleges doing to promote student success?

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Senate Executive Committee Request Form

SEC via campus mail: PO Box 8033-1

E-Mail: fsoffice@georgiasouthern.edu

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Discussion Item Request Print View

SHORT TITLE

(Please provide a short descriptive title that would be suitable for inclusion in the Senate Agenda.)

Issues with academic dishonesty and student use of certain websites

SUBJECT OF DISCUSSION:

(Please state the nature of your request as concisely as possible.)


Faculty members from various departments have raised concerns about academic dishonesty related to student use of sites like Chegg and CourseHero. This discussion will focus on the extent of the issues, policies and strategies that other universities have in place, and possible steps that can be taken by faculty members, departments, colleges, and the university.


RATIONALE(s):

(Please explain why this issue is one of general concern for the Faculty Senate or for the University and not a matter concerning only an individual college or administrative area.)

Academic dishonesty impacts all colleges. Georgia Southern students have uploaded significant numbers of course materials to various websites, including more than 29,000 course documents to CourseHero: <https://www.coursehero.com/sitemap/schools/604-Georgia-Southern-University/#/all>

If you have an attachment, press the button below to attach to form and send.

 Policies related to Chegg & other sites.docx
7.73 KB

 Click here to attach a file

 Click here to attach a file

Submitted by:

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ACCEPTABLE USE POLICY

This site is for use exclusively by Georgia Southern University faculty, staff, and administrators. Submissions are reviewed by the SEC for relevance to the mission and business of the Faculty Senate. This site is a tool not for debate but solely for information exchange. Redundant and contentious submissions will not be accepted.

Note to faculty users: Double-check your data before submitting, because the data cannot be edited afterward

Links of potential interest related to the Georgia Southern Faculty Senate Discussion Item on 11/17/22:

In 2020, the AJC's Get Schooled Blog detailed Georgia Tech's investigation of cheating involving Chegg:

<https://www.ajc.com/blog/get-schooled/georgia-tech-warns-physics-students-who-cheated-admit-risk-failing/3iQOCvBiwuqEXQivS63VqK/>

Michigan Tech provides information about Chegg and other sites and also provides support through the Office of Academic and Community Conduct:

<https://www.mtu.edu/conduct/integrity-center/pdfs/faculty-guide-to-chegg.pdf>

The University of Illinois at Chicago refers to Chegg and CourseHero directly in academic integrity resources:

<https://dos.uic.edu/community-standards/academic-integrity/faculty-academic-resources/>

Faculty at Iowa State can ask the Office of Student Conduct to investigate if course materials are found on Chegg:

<https://www.studentconduct.dso.iastate.edu/know-the-code-resources/resources-for-faculty/academic-misconduct/online-cheating-and-chegg>

At Drexel, the Office of Student Conduct & Care handles communication with Chegg:

<https://drexel.edu/studentlife/community-standards/faculty-academic-integrity-resources/chegg-and-course-hero-resources>

Michigan State College of Engineering has a policy on the use of Chegg and similar sites: https://www.cse.msu.edu/Students/Current_Undergrad/Chegg/

From the Iowa State policy

<https://www.studentconduct.dso.iastate.edu/know-the-code-resources/resources-for-faculty/academic-misconduct/online-cheating-and-chegg>:

If faculty believe their content has been posted to Chegg, the faculty member can reach out to the Office of Student Conduct to request an honor code investigation. Faculty will need to provide the Office of Student Conduct with a link to each posting. The Honor Code Investigation with Chegg works to remove the content and provide information back to the faculty and Office of Student Conduct with credentials and details about the posting and any views.

Once faculty receive the information from Chegg, they will have to identify their students where possible (by name, contact info, randomized exam association, etc.), and provide information related to any infringing course content that pertains to academic misconduct, along with applicable date/time stamps, and student name/net ID, in order for Student Conduct to review and address through the student disciplinary process. Student Conduct will follow up with faculty for clarification or additional information where needed.

