

Clayton State University – Faculty Senate Minutes  
Monday November 11, 2013 (11:00 am-12:15 pm)  
University Center Board Room UC260

**Members Present:** Barbara Musolf (Chair), J. Celeste Walley-Jean (Vice-Chair), Jennell Charles (Secretary), John Mascaritolo, Randall Gooden, Scott Butterfield, Jim Keebler, Ximena Zornosa, Chris Raridan, Chris Pitsikoulis, Ken Nguyen, Erin Nagel, Catherine Matos, Kathryn W. Kemp, Todd Janke, Katherine Quinnell, Muhammad Rahman

**Non-Members:** Robert Vaughan (Assoc. Provost)

**1.0 Call to Order.** The meeting was called to order by the Chair, Dr. B. Musolf, at 12:02 pm.

**2.0 Approval of Minutes from the October 28, 2013 meeting.** The minutes were approved as written.

### **3.0 Reports**

**3.1 The President's Office.** President Hynes is not available to meet with the Senate today as he has jury duty. His report is attached along with information regarding the new "Making Things Better Awards." These awards will be made via annual nomination and following a review process; up to six \$500 cash awards will be given annually which are funded by the Clayton State University Foundation.

**3.2 Academic Affairs.** Dr. Vaughan reported on the affairs of the Graduate Council which will continue to exam workload issues regarding graduate program responsibilities.

### **4.0 Returning Business**

**4.1 Final Exam Policy.** There was concern raised that some faculty schedule final exams during the last week of classes and not during the scheduled exam week, reducing available class time for instruction. Faculty Senate was largely in favor of supporting flexibility of faculty in scheduling exams, such that the learning outcomes for students were met. **The following motion was approved:** To assess learning at the end of a course, faculty has the freedom to choose different forms of assessment that are appropriate to their disciplines. If a final comprehensive exam is to be given in a course, then it should be scheduled during the final exam week. (Motion was made by Kathryn Kemp, seconded by Todd Janke, and unanimously supported by the Senate.)

**4.2 Conflict regarding scheduling of online course exams/meetings with traditionally seated classes.** There has been much discussion brought forth by the APC regarding the conflict between online courses and traditional, seated courses in scheduling class times and exams. The Senate strongly encourages that 100% online classes not mandate face-to-face meetings and/or testing times. Scheduling conflicts could possibly be resolved by using a unique code for online classes assigned in Banner. **The following motion was approved:** The Faculty Senate recommends that the University Technology Council resolve the problem of online course registrations conflicting with traditionally seated classes. Online courses, excluding hybrid courses, must provide online testing or alternate methods of testing that do not conflict with traditionally seated classes. Online classes should not be listed in the

Final Exam Week Schedule. (Motion was made by John Mascaritolo, seconded by Muhammed Rahman, and unanimously approved by the Senate).

## **5.0 New Business**

- 5.1 **December 9<sup>th</sup> Meeting.** The Faculty Senate is scheduled to meet December 9<sup>th</sup>; however, if there is no pressing business, the meeting will be rescheduled for early in the spring semester.
- 5.2 **Report on USG Symposium.** New Models: MOOCs and Beyond. Dr. Musolf reported on the USG Symposium attended by members of the USG Faculty Council. There was much discussion regarding strategies to increase the number of Georgia residents with college degrees, including availability and success of online courses that have been attempted by USG institutions, and initiatives to decrease time to graduation.
- 5.3 **USG Faculty Council Resolution.** A primary topic of discussion by the USGFC has been the need to increase summer enrollments to support revenue, faculty salaries and facility utilization. The Council has requested that USG's system office support the efforts of individual campuses to examine decreasing summer enrollments and efforts to reverse this trend, including experimenting with fee structures, financial aid, academic advising and strategic course scheduling. Senate members noted that a primary barrier to increased summer enrollments is the limited financial resources available to student to support tuition.

## **6.0 Updates from Subcommittees**

- 6.1 **APC.** Facilitated further discussion regarding conflict with scheduling between online and traditional, seated classes. Will present resolution regarding MOOCs at a future meeting.
- 6.2 **FAC.** The committee will be meeting on Wednesday.
- 6.3 **SAC.** The committee continues its work to support implementation of private spaces for mothers who are breast feeding and need to pump while on campus. The committee is also examining availability of study areas for students and policies regarding eating/drinking in these spaces.
- 6.4 **UCC.** There has been only one new course proposal brought forth to date.
- 6.5 **GAC.** Graduate Council will be meeting this afternoon. A primary issue for discussion is the workload related to graduate courses and chairing of master's thesis/project committees. A subcommittee has been examining policies in other schools and will bring their recommendations forward to the Council.

## **7.0 Suggestions for New Business**

- 7.1 **Parking.** A suggestion was made to ask B. Hamil to come discuss the issues related to challenges of parking for faculty given the new construction underway. A resolution was presented for Senate approval: During the construction time of the New Science Building, faculty should be able to park in any available parking spot, excluding handicap parking, without penalty. (Motion made by Randall Goodall, seconded by C. Walley-Jean, and approved unanimously by the Senate). B. Musolf will contact Mr. Hamil to see what his availability might be.
- 7.2 **Faculty workload.** Issues surrounding faculty workload were raised briefly. The Senate requested an opportunity to explore these issues in more depth during future meetings.

**8.0 Next Meeting is scheduled for November 25, 2013.** Celena Milner and Mark Dadonna will be speaking on Orientations

**9.0 Adjournment.** Meeting was adjourned at 12:13 pm

Respectfully Submitted,

Jennell P. Charles, PhD, RN, CNE