

Minutes of Faculty Senate Meeting, November 23, 2015, 11:01 a.m.

Present: Randall Gooden, Celeste Walley-Jean, Kathryn Pratt Russell, Charlotte Swint, Chris Pitsikoulis, Debra Cody, John Mascaritolo, Barbara Musolf, Junfeng Qu, Catherine Matos, Reza Kheirandish, Kathryn Kemp

By Proxy: Craig Hill (John Mascaritolo)

Non-Members Present: Tim Hynes, Kevin Demmitt, Heidi Benford-Skiff, Jarrett Terry, J. Allen Ward

I. Reading and Approval of the Minutes

A. The minutes of the November 6 special meeting and the November 9 regular meeting were approved by unanimous consent.

II. Reports of President, Provost and Standing Committees

A. President's Report

Here are highlights from the President's report, largely drawn from the written remarks sent out in advance. President Hynes addressed the issue of campus safety in these words:

"While statistically our campus has been consistently at an exceptionally low crime rate, we exist in uncertain times. The combination of terror attacks in Beirut, Paris, Mali and elsewhere, and our own local tragic campus events creates conditions of uncertainty. There are several areas in which we will review our current efforts. We have reinstated campus safety walk with SGA, and intend to do more of these in coming weeks and months. We will be forming a campus safety committee that will include faculty, staff and students to review current processes, and make recommendations for further actions. Based on communications from board officials, we will be examining the ways in which we create safe environments, especially for instances of large campus gatherings, such as commencement. We will be reviewing our current crisis notification processes. We have already increased evening security at Clayton Station. We will continue to engage representatives of this body on our efforts to preserve and safe and secure learning environment."

The President will be meeting with the strategic planning executive committee with an eye towards discussing consultants, and options should formal consultant services not be available. The President thanked Senate members for meeting with Vice-Chancellor Steve Wrigley, who praised candor and competence of those with whom he interacted. The President also thanked those who completed the proposal for film production studies, including the Senate, which moved with urgency and rigor.

B. Provost's Report

Provost Demmitt reported that the mentoring summit went very well. Departments presented posters to show what their mentoring process will look like. Banner will be used for the assignments of mentors/mentees, but students will be involved in mentor selection. The Laker Experience recruiting event for high school students has been very successful. Recently 51 students came in from one high school, and 17 of them applied for admission. Dr. Walley-Jean asked which high schools had been attending the Lake Experience. Dr. Demmitt responded that schools within 30-40 miles of campus are currently being invited, but that we will start with our base and expand to other areas.

C. Graduate Affairs Committee—Reza Kheirandish

At the October 12 meeting, the GAC approved the graduate faculty applications of Susan Sanner and Tony Curtis. The Graduate Director 2015 evaluation document was reviewed by the GAC. Dr. Robert Vaughan reviewed the Graduate Director Job description document with the committee. A subcommittee was appointed to review and update the document. The subcommittee is Susan Copeland (chair), Jason Davis, Victoria Foster, Judith Ogden, and one coordinator to be determined. The subcommittee will present the revised document at a future Graduate Affairs meeting. At the November 9 meeting, the graduate faculty applications of Mark Daddona, Brian Amson and Mark Watson were approved. The GAC also approved the English Department's proposal for a "4 years plus 1" combined degree: a Bachelor of Arts in Literature and a Master of Arts in Liberal Studies.

D. Undergraduate Curriculum Committee—Kathryn Kemp

Most of meeting was spent in discussing details of the revision of the Political Science program. More will come after the next meeting. Most were minor adjustments, including course number changes. There was significant discussion of the request to change a pre-requisite from C to D for some courses in Political Science, with some arguing that a D is not a passing grade. Also, the Political Science faculty has proposed to change the name of the curriculum minor from Legal Studies to Pre-Law.

III. Reports of Special Committees

IV. Special Orders

V. Unfinished Business and General Orders

A. Motion to Approve Changes to the Promotion and Tenure Guidelines, As Approved by the Faculty Affairs Committee on November 2, 2015

This business was held over until the next meeting due to technological problems with the projector.

VI. New Business

A. Motion to Approve Removal of Humanities and Social Sciences Requirements from Area F for Integrative Studies, As Approved by the Undergraduate Curriculum Committee on November 13, 2015. Dr. Musolf moved to approve the motion. Vote: Aye: 8, Abstain: 4. The motion passed.

B. Motion to Approve Deactivation of Citizenship 1001, As Approved by the Undergraduate Curriculum Committee on November 13, 2015 .

Dr. Kemp moved to approve the motion. This course is an exam prep course that doesn't count for academic credit. The department had noted that Drs. Madov and Tate have volunteered to create testing materials to satisfy the requirement. The motion was unanimously approved.

C. Motion to Approve the Creation of Criminal Justice 3250, 3280, 3340, 3500, and 4500; As Approved by the Undergraduate Curriculum Committee on November 13, 2015. Dr. Celeste Walley-Jean moved to approve the motion. Consent was unanimous.

D. Motion to Approve Deactivation of the Legal Studies Minor and Creation of a Pre-Law Minor

Dr. Kemp moved to approve, and consent was unanimous.

E. Guest Speaker—Jarrett Terry, Assistant Vice-President for Extended Programs, describing the Corporate Communications Collaborative.

Dr. Terry will send out a link to information about the CCC. Dr. Terry will be our “conciierge”—the access to the list of external stakeholders (read: outside business contacts) for Clayton State. This initiative will include PACE, EDGE, and all the other community contacts at this institution. Dr. Terry will also be attending department meetings to discuss the CCC.

- F. Dr. Gooden introduced Heidi Benford, Chair of the Staff Council, who will be joining senate meetings as a staff liaison. Dr. Gooden also introduced the Assistant Vice-President for Student Affairs, J. Allen Ward, who thanked the faculty for their work with students.

VII. Adjournment

Dr. Swint motioned to adjourn, Dr. Walley-Jean seconded the motion, and the meeting was adjourned at 12:05 p.m.

Appendix

V. A. VI. D. Motion to Approve Changes to the Promotion and Tenure Guidelines, As Approved by the Faculty Affairs Committee on November 2, 2015

205.03.1.3 Adoption of New and Amended Promotion and Tenure Guidelines by Academic Units

The faculty of each academic unit immediately below the college level (department, area, program or school) are responsible for developing promotion and tenure guidelines for the members of its faculty. Promotion and tenure guidelines developed or amended by the unit must conform to all BOR and University criteria and requirements and must meet the standards of applicable accrediting agencies and of professions within the unit. New and amended guidelines must be approved by three-fifths of the full-time, tenure-track and tenured faculty in the unit.

Upon approval by the faculty of the academic unit, the college promotion and tenure committee will review the proposed new or amended guidelines and approve or disapprove them and refer them to dean of the college for approval or disapproval.

Upon approval of the proposed new or amended guidelines by the college promotion and tenure committee and the college dean, the University promotion and tenure committee will review and approve or disapprove the proposed guidelines and refer them to the provost for approval or disapproval.

Following approval by the University promotion and tenure committee and the provost, the president of the University will approve or disapprove the new or amended proposed guidelines. Proposed guidelines will not become effective until the necessary academic unit vote and approvals are obtained and the guidelines are published by the head of the academic unit on the Provost’s Office promotion and tenure Web site.

Academic units within a college may choose to adopt promotion and tenure guidelines as a college. In such case, the same approvals must be obtained as set forth for guidelines for academic units.

If the faculty of any academic unit chooses not to adopt promotion and tenure guidelines, then the

promotion and tenure guidelines that were in effect before August 1, 2015, will be in effect for that academic unit.

Based upon BOR and University criteria and requirements and the guidelines of each academic unit within the college or the college as a whole, academic units will establish forms for use in the promotion and tenure process in their respective colleges. Once adopted, such forms will be published by the dean of the college on the Provost's Office promotion and tenure Web site.

205.03.1.4 Implementation of amended and new guidelines

New and amended department or college guidelines that have been reviewed by August 1 will be in effect for new faculty appointed in the year that they were approved. Faculty that have appointments prior to the August 1 of the year they go into effect may choose to be evaluated using the old or approved new/amended department or college guidelines for four years following their last review. Faculty must inform their departmental committee when they turn in their portfolio under which guidelines they want to be evaluated. The fifth year after guidelines are approved all faculty will be evaluated using the new or amended guidelines.

VI. A. Motion to Approve Removal of Humanities and Social Sciences Requirements from Area F for Integrative Studies, As Approved by the Undergraduate Curriculum Committee on November 13, 2015 (See list of attachments below)*

VI. B. Motion to Approve Deactivation of Citizenship 1001, As Approved by the Undergraduate Curriculum Committee on November 13, 2015

VI. C. Motion to Approve the Creation of Criminal Justice 3250, 3280, 3340, 3500, and 4500; As Approved by the Undergraduate Curriculum Committee on November 13, 2015 (See attachment below)**

VI. D. Motion to Approve Deactivation of the Legal Studies Minor and Creation of a Pre-Law Minor (See attachments listed below)***

*See attachments: Memo to UCC –Removal of Area F Requirements, AA and AS IS Curriculum-Fall 2015, AA and AS IS Curriculum-Spring 2016, IS Curriculum-Fall 2015, IS Curriculum-Spring 2016

**See attachment: Criminal Justice Program Modifications

***See attachments: Conversion of Legal Studies Minor to Pre-Law Minor (UCCMemorePreLawMin), Legal-Studies-Minor-Worksheet, Pre-Law Minor Worksheet