

Clayton State University Faculty Senate

Meeting Minutes

October 23, 2017

Attendees: Keith Miller, John Mascalitolo, Adam Kubik, MeriBeth Stegall (Secretary), Kara Mullen, Marcy Butler (also serving as proxy for Deborah Gritzammer), Catherine Matos (also serving as proxy for Scott Bailey), Randall Gooden, A Sbaraglia, Gail Barnes, Mark Watson (Vice-Chair) (also serving as proxy for Kathryn Pratt Russell), David Williams, Celeste Walley-Jean (Chair)

Guests: Antoinette Miller, Tim Hynes, Kevin Demmit, Allen Ward

Agenda Item	Discussion	Senate Action/Resolution/Tasks
I. Reading & Approval of Minutes of the September 25, 2017, meeting.		Minutes were approved as distributed.
II. Reports of President, Provost, & Standing Committees a. President's Report b. Provost's Report	The President's Report is attached as Appendix A. Dr. Hynes presented an award of appreciation to Randall Gooden to acknowledge his past service as Faculty Senate President. The Provost's Report is attached as Appendix B.	
III. Reports of Special Committees		

Agenda Item	Discussion	Senate Action/Resolution/Tasks
IV. Special Orders		
V. Unfinished Business and General Orders		
VI. New Business a. Discussion Item: Timeline for Implementation of Changes to Faculty Handbook	<p>Discussion regarding the mechanism for and the timing of updates to the Faculty Handbook to reflect BOR changes and changes approved by the Faculty Senate.</p> <p>Various options were put forward:</p> <ul style="list-style-type: none"> • to include BOR changes in the Faculty Senate meeting minutes • moving responsibility to making changes to the Faculty Senate and identifying: (1) a responsible individual (e.g., Vice-Chair); (2) a new Senate position (e.g., Senate Historian); or, (3) a new committee <p>Other suggestions: Include links to BOR items and items in the Employee Handbook rather than re-writing updates in the Faculty Handbook.</p> <p>The Faculty Affairs committee is reviewing the Faculty Handbook and is drafting recommendations. One issue related to updating is that all past Senate minutes do not have the exact wording of all the motions that were passed.</p>	
VII. Adjournment		Motion for adjournment by Kara Mullen. Motion passed. Meeting adjourned at 11:36pm.

Appendix A. President's Report

Faculty Senate

October 23, 2017

- **Making Things Better Awards** These recognitions are designed to give the university multiple opportunities to publicly thank faculty, staff, and groups identified by colleagues as helping to make the university better each day. Scores of colleagues were nominated, and we hope that you can join many of our colleagues to applaud this good work. The event will be October 24, 1-2 PM in 101 and the Atrium in the Downs Building.
- **Budget Process Updates** the Planning and Budget Advisory Committee will be recommending to me this week a group of one time expenditures. As budget environment has improved, we are able to return to a strategy in place three years ago to direct resources to strategic priorities throughout the year rather than at the very end of the academic year. Also, the university submitted last year a budget report/request document to the Board staff in anticipation of the annual institutional budget hearing. Text of the document will be posted shortly on the president's site
- **Board initiatives** Comprehensive administration review is underway at the system level, and will likely affect all system institutions after phase one is complete. The goal of the project is to determine whether there are savings in operations available that can be applied to other parts of the university mission—seeking to enhance both the effectiveness and the efficiency with which we deliver services.
<http://www.usg.edu/adminreview/> more on this as the project advances. In academic affairs the board has also declared this a momentum year, to advance student success. Executive Vice Chancellor Denley has shared an outline for discussions across the system during the coming year. https://borusg-my.sharepoint.com/personal/tristan_denley_usg_edu/_layouts/15/WopiFrame.aspx?docid=135e995faa1ce45a0983b1120d03d15d0&uthkey=AUzyrT9oTKwCmwOozK7q8GY&expiration=2018-10-12T19%3a58%3a02.000Z&action=view&slrid=767d229e-d03a-4000-828c-3dd8dd0fd2e4 Provost Demmitt also serves on a system taskforce for 2025 academic opportunities.
- **Thanks and happy to respond to questions**

Appendix B. October 23, 2017 Provost's Report

The Inclusive Access Textbook program has been changed so that students must opt-in to the program which will offer online textbooks at reduced prices. The following information was sent to all faculty:

We are referring to the new product as "**DIGITAL DELIVERY CODES (DDC)**". This is how it will differ from fall semester:

- The student will purchase the DDC in the Loch Shop. The code will be printed on the bottom of their Loch Shop receipt and they will be instructed to enter the code in the course material section of D2L. Previously, the content was automatically loaded into D2L and the student had to OPT-OUT. This method is an OPT-IN model.
- Our students will receive the same LOW price on the materials as they are receiving in the current Inclusive Access model.
- No charges will be billed to their student account. They pay at the register at the time of purchase.
- The DDC will be our primary delivery method for your course content if you adopt the same materials you are using this semester. If you desire for your students to have the choice to purchase an OPTIONAL loose leaf printed version of the text as supplementary material, please indicate that on your book adoption. If you have any questions about the availability of such an option, please contact Scott Fleming in the Loch Shop.
- If any of your students enroll in a sequential class in the spring that uses the same course materials as in the fall, they will still be able to access those materials and will NOT need to purchase anything additional in the spring.

The following strategic plan event being held on November 29 from 2:00 – 3:30. All faculty and staff will be invited to attend.

One of Clayton State's Strategic Priorities is to "Build brand through community engagement and program development focused on career preparation and success." To assist in this effort we have asked the Educational Advisory Board to make this topic the theme of the annual workshop they hold on our campus:

Integrating Academic and Career Development

Strategies to scale experiential learning and reflection across the curriculum

Growing public concern about the return on investment (ROI) associated with higher education has created pressure for both public and private institutions to assume greater responsibility for students' post-graduation outcomes.

Rather than attempting to radically reinvent curricula with immediate workforce demands in mind, a middle ground is needed between critics who assume traditional academic study is impractical and those who view college as an intellectual refuge from the job market. This false dichotomy between liberal education and career preparation is stymieing productive conversation on campus.

This study will help you incorporate meaningful career exploration and experiential learning into the academic curriculum and migrate from a “last stop” career service model to a continuous and reflective post-graduation planning approach. You will also learn how to reach at-risk and underserved student populations who often face barriers to accessing internships, co-ops, and other professional development.