

**Clayton State University – Minutes of the Faculty Senate  
Monday February 6, 2012 (11:00 a.m. – 12:15 p.m.)  
University Center Board Room (UC 260)**

Members Present: Antoinette Miller (Senate Chair), Jim Keebler (Vice Chair), Scott Butterfield, Micheal Dancs, Ron Jackson, Todd Janke, Kathryn W. Kemp, Greg Kordecki (for Maria Bullen), Barbara Musolf, Muhammad Rahman, Joan Taylor (for Katherine Ott), Susan A. Walsh.

Non-Members Present: Dr. Tim Hynes, President, Robert Vaughan, Academic Affairs.

\* Note: The University Center was evacuated for a fire alarm at the time the meeting was to begin.

Faculty Senate Chair Antoinette Miller called the meeting to order at 11:05 with a quorum present.

**A. Approval of Minutes**

1. January 23, 2012
  - a. Motion to accept the minutes as written.
  - b. Motion seconded.
    - i. Minutes accepted unanimously.

**B. Reports**

1. Report on the Strategic Plan – Mr. Jim Flowers (ppt. attached)
  - a. Mr. Flowers reviewed the work of the committee to identify metrics for evaluation.
    - i. Active learning, student success, internships and community engagement are several areas addressed.
  - b. What does the technology environment bring to Clayton State?
    - i. The committee will dig deeper into trending issues for planning.
    - ii. With information IT can align itself with needs of the University.
  - c. Questions solicited.
    - i. No further questions.
2. President's report (attached).
  - a. Minutes of the budget advisory committee on are available on the website.
    - i. If faculty have questions about the budget please forward to Chair Miller or email the President directly.
    - ii. Dr. Hynes explained fees vs. tuition and the effects on the university's revenue stream.
      - 1) Dr. Hynes indicated the university should be transparent regarding its revenue sources and expenditures.
  - b. Searches are in progress for candidates for Athletic Director and VP of External Relations.
    - i. Dr. Hynes commended Provost Crafton and VP Haynes on doing a great job of facilitating the searches.

- c. CSU was nominated as one of the top places to work in Atlanta for the Atlanta Journal and Constitution.
- d. Dr. Hynes solicited questions from the Faculty Senate.
  - i. Chair Miller stated she learned there is list of zip codes from which students who are resident may not be required to live in Laker Hall as freshman.
    - 1) Dr. Hynes explained that the dilemma of the business plan developed for Laker Hall and the Student Activities Center was that it assumed a 90% level of occupancy at Laker Hall.
      - a) The initial strategy to achieve that level of occupancy was a freshman residency requirement.
      - b) Dr. Hynes stated that it was recommended and concluded that we had to make some first steps to confirm or deny assertions that we are losing a large number of first year students, who, but for the residency requirement would have enrolled, though evidence is anecdotal.
        - c) It potentially affects 7.5% of students.
        - d) Further study is being conducted.
    - 2) Chair Miller asked that if there are insufficient revenues resulting from implementing a modified residency requirement will students be informed that this was a trial?
      - a) Dr. Hynes stated that once a concession is given it is difficult to go back.
        - i. Dr. Daddona and Student Affairs are finding new strategies to ensure sufficient Laker Hall residency, for example summer residency programs are being investigated and strategies to increase enrollment in Clayton Place which could offset any declines in Laker Hall.
        - b) Dr. Hynes stated that graduating students have said for 10 years the first reason for selecting CSU was proximity, cost, and academic programs.
    - 3) Senator Kemp asked if other than freshman live in Laker Hall.
      - a) Dr. Hynes said that some number of upper classroom remain at Laker Hall after freshman year.
    - 4) Senator Musolf asked at what distance is a student considered local.
      - a) Dr. Hynes has directed investigation of zip codes which historically brought high enrollments for possible exemption from residency.
    - 5) Senator Jackson asked about recruitment efforts outside our local zip codes.
      - a) Dr. Hynes stated CSU is trying to elevate its profile through branding.
        - i) There will be an invitation to open meetings soon regarding branding.
        - ii) The first meetings were good in sending our branding to other audiences.
    - 6) Senator Kemp asked about dual enrollment students' residential academy opportunities.
      - a) Dr. Hynes stated that the need for another residential program could be investigated but it may not be the best direction to pursue.
    - 7) Senator Musolf asked if CSU could influence the population of students who transfer to other institutions after two years.

- a) Dr. Hynes stated that there are some students we can never retain.
      - i) Some are looking for another experience, such as college football
    - b) CSU needs to continue to giving students good experiences and preparation.
    - c) Our students who transfer to GA Tech compete very well with native GA Tech students.
    - d) Items in the center of the Strategic Plan –active learning, internships, research programs – will improve our chances of retaining more of the students.
    - e) Students who stay can then plan a way to go to graduate school.
  - ii. Chair Miller asked if there were further questions.
    - 1) No further questions.
- 3. Academic Affairs – Robert Vaughan.
  - a. Reaffirmation of accreditation occurs in 2014.
    - i. The leadership team met for the first time.
      - 1) Members are President Hynes, Provost Crafton, Jill Lane, chair, Chair Miller, Robert Vaughan, and Corlis Cummings.
    - ii. A compliance report is due fall of 2013, so the committee is on time.
      - 1) The committee continues to accumulate data to document our learning outcomes.
      - 2) In the near future there will be the formation of a committee to for a Quality enhancement plan.
  - b. The survey on the academic calendar sent by Dr. Crafton showed that opinions were split at about 50% of those surveyed selecting a week long break at Thanksgiving, ¼ voted for no change, and ¼ for a fall break.
    - i. Feedback from West Georgia University, which implemented the Thanksgiving break schedule, suggests there was difficulty for students having the break and then coming back for 3 days after.
  - c. Dr. Vaughan solicited questions.
    - i. No questions.
- 3. Academic Policy Council (APC).
  - a. Report by Senator Musolf.
  - b. The committee has not met.
  - c. Chair Miller solicited issues for the APC to discuss.
    - i. Suggestions were the academic calendar and plagiarism.
- 4. Faculty affairs committee (FAC)
  - a. Report by Senator Rahman.
  - b. The committee met to discuss Promotion & Tenure in the handbook.
    - i. Vice-chair Keebler reported attending the town meeting for P & T last week.
      - 1) Vice-chair Keebler stated he noted there were concerns voiced about how measurement was going to be formalized.
        - a) The Vice-chair encouraged Senators to attend the next P & T meeting on Thursday.
      - 2) Vice-Chair Keebler commended the committee for its work.
        - a) The issue is changing cultures from where we are to where we are going.

- ii. Dr. Vaughan agreed there was still work to do.
- iii. Senator Kemp stated the Arts & Science meeting was well attended.
  - 1) Senator Kemp reported concerns about faculty being evaluated strictly by numbers.
- iv. Dr. Vaughan stated more proposals will be coming out of the FAC, hopefully by the end of the semester.
- 5. Student Affairs Committee (SAC).
  - a. Chair Miller stated that she believes the committee is meeting now.
- 6. University Curriculum Committee (UCC).
  - a. Report by Senator Kemp.
  - b. There was some discussion regarding the dental hygiene program.
    - i. There was an issue with adjusting requirements for students coming back for a degree who did not have coursework organized in the same way as CSU.
    - ii. It was approved that coursework does not need to be organized in the same manner for approval.
  - c. Senator Musolf asked if there was information about program approval from the Board of Regents (BOR).
    - i. Dr. Vaughan stated the Provost Crafton met with Dr. Linda Noble who did not give definitive information about approval but mentions problems such as duplication with Criminal Justice.
    - ii. The web site has indicated that the issue is in committee for the last 10 months.
    - iii. Dr. Vaughan stated we will need to wait and see the outcome.
      - 1) Dr. Hynes stated that the issue does not affect CSU alone.
        - a) The Academic Affairs Committee of the BOR suggested there may be slowing down of the pace for program approval and scrutiny of utilization of current programs.
        - b) The Provosts office will have difficulty in getting new programs approved.

### **C. New Business**

- 1. The DNN roll out subcommittee – Barbara Musolf.
  - a. The committee met last Monday to decide direction and focus.
    - i. The committee identified communication issues between OITS and faculty as an issue.
      - 1) There is little faculty input and little faculty understanding of the reason DNN is being adopted.
      - 2) In addition, constant changing of deadlines for the conversion is confusing.
      - 3) The committee appreciates the work of the OITS but there is no clear vision for faculty on how web pages will be handled.
      - 4) The committee considered requesting permanent subcommittee status to review issues such as Digital Measures, Advisor Trac, and the transition from GAView.
        - a) Dr. Hynes suggested that the committee be Ad Hoc for now as it will serve the purpose and determine if non-senate members should be represented at a later date.
          - i) Discussion followed.
      - 5) Senator Musolf made a motion to continue the subcommittee as the Ad Hoc

Committee on Technology whose status as a committee will be reviewed later in the year.

- a. Passed unanimously.
2. The By-laws subcommittee – Muhammad Rahman.
  - a. The committee met to review the by-laws, university organizational structure, and SACS rules regarding articulation of the Graduate Council with the Faculty Senate.
  - b. Of note is that some Graduate Council members are appointed and others elected which could affect representation on the faculty senate.
    - i. Committee members researched the relation of the bodies in other institutions.
  - c. The committee will meet with the members of the graduate council to move toward consensus and report back to the Senate.
3. Chair Miller proposed topics of potential interest for the senate: Change from GaView and SACS approval.
  - a. Vice-chair Keebler asked if there is a template for the SACS interim report.
    - i. Dr. Vaughan responded that SACS compliance software had already been purchased.
4. Round Table Discussion.
  - a. Chair Miller polled senators for issues.
    - i. No issues.

#### **D. Adjournment**

1. The meeting was adjourned 12:12 p.m.
2. The next meeting is Feb 20, 1100-1215.

Submitted by: S. Walsh Secretary, Approved by the Faculty Senate 2-20-12