

[Clayton State University – Faculty Senate Minutes](#)

Monday August 25, 2014 (11:00 am-12:15 pm)

University Center Board Room U260

Called to order: 11:00am

**Members Present:** B. Musolf (Chair), K. Russell, K. Kemp, R. Gooden, C. Walley-Jean (Vice-Chair), M. Grant, K. Bielbisi, J. Mascaritolo, C. Pitsikoulis, X. Zornosa, K. Nguyen, C. Matos, C. Raridan, J. Qu, L.

**Non-Members Present:** President T. Hynes, R. Vaughan, L. Roberts, S. Shaw, E. Manglitz

➤ **Approval of Minutes from the April 28, 2014 meeting.** Minutes approved.

➤ **Reports:**

➤ **President:** Dr. Hynes expressed thanks for the number of FS members involved in projects over the summer. He will continue the process of meeting with departments and programs on campus to listen to concerns and maintain communications. He stated that they will be seeking faculty input on the desired characteristics for the Provost and VP of Academic Affairs positions. Dr. Hynes stated that the budget was developed based on an estimated enrollment of 7,000 for Fall semester, and that enrollment numbers exceeded that, though didn't quite hit the numbers hoped for, due to financial inadequacies for some of our students, what Dr. Hynes called "stopping out and dropping back in". Dr. Hynes mentioned some of the results of the analysis of the data metrics from our students and how they were being used by enrollment management and the Provost's office. He stated there would be new ways of doing things that he hopes will bring questions and support for trying new ways to better use faculty time to help students. Dr. Hynes had one request regarding the PAC's Portfolio Proposal, to change the heading on Minimizing Evidence to Evidence Standards for Annual Evaluations, Promotion and Tenure Portfolios. Dr. Hynes answered some questions from FS members, stating that he would be working with Dr. Daddona to look at what happened with the drop in enrollment of transfer students, but mentioned that it could be tied to CSU being without an Admissions Director for ~4 months, but was partially offset by increases in dual-enrolled students. He felt we should be able to find ways to mitigate the drop, including studying prospects for direct contacts with large employers in the area as part of the system-wide program to get students to return to school to complete degrees. Dr. Hynes deferred a question about the effort to allow military members to receive course credit for their experiences to Dr. Vaughan, who stated that efforts were progressing and that there is openness at the Board level to the idea that has not existed in the past.

➤ **Provost:** Dr. Vaughan provided the Provost's report, as Dr. Demmit was unable to attend the meeting. Dr. Vaughan informed the FS that the MS in Criminal Justice had been approved by the Board of Regents. ELI and URCA committees will be meeting in the next week and will be issuing requests for proposals. At the Provost's requests, Dr. Vaughan is chairing a committee to look at summer school, and how to avoid a repeat of this past summer, where the University lost \$500,000 on summer semester. They are looking at scheduling strategies, cost reductions, and how to market summer school. He plans to bring the committee's recommendations to the President in mid-October. Dr. Vaughan asked the FS to please share any ideas with committee members. One change being implemented is to post the summer course schedule during Fall semester, rather than Spring. Comments from FS members included the observation that financial aid is often the problem. Students want to attend during the summer, but are unable to, due to finances, and a request to address pressure on faculty to fill seat, and to try to prevent faculty from being left hanging until the last minute about what courses they would teach.

➤ **New Business**

- **Summer Voting Results:** The UCC course proposals submitted in May were passed unanimously, with 15 members from the 2013-14 FS voting. The UCC proposal for a film production concentration also passed unanimously.
- **Update on Provost Search Committee:** Elaine Manglitz is chairing the 16 member search committee for a new Provost and VP of Academic Affairs. The committee wants to get feedback

from the faculty as they compose the job description. The University is not hiring a firm to help with the search. Comments from FS members included: The Provost should understand that the interests of the University aren't the interests of a corporation, that this is not a model of learning, that the Provost should have a record of faculty leadership as a member of the faculty and be able to relate well to the faculty and advocate for them.

- **Changes to Faculty Handbook:** Passed from the FAC. A particular format will no longer be required, so long as the degrees earned, year, discipline, etc. are included. FS voted unanimously to accept the changes.
- **Discussion of Portfolio Proposal from FAC:** The motivation with changes to the annual review portfolios is to align them with P&T portfolios and prevent duplication of effort, and to reduce or at least streamline the effort involved. Evidence that was included in the annual evaluations can be accepted for the P&T portfolios. Discussion ensued. Ximena expressed a concern that P&T committees often have no idea of what the faculty member has done, so including evidence is important. This was addressed by stating that the P&T committee can ask about any items they have questions about, but that candidates for P&T don't need to document everything when the department chair has already verified and approved that the item has been done. The idea with the P&T portfolio is that evidence is included where you exceeded the standard, not for "everyday" items, that the committee's job is not to ferret out whether items were actually done, but to evaluate whether the candidate went beyond expectations.

#### ➤ Old Business

- **Vote on changes to electronic voting for Faculty Members:** The FS voted a 2<sup>nd</sup> time on changes to the electronic voting for Faculty members. A typo in item #3, referring to a "super majority" was pointed out. Celeste moved to accept the changes, motion seconded by Chris R. Motion passed unanimously and will go out to the rest of the faculty for a vote.
- **Vote on Children on Campus policy:** A new draft was received just before the FS meeting. Discussion ensued. John asked for some latitude to the faculty as to whether or not to report children on campus. Laura brought up the need for adults who are not operating at an adult level to be included in the policy as well. This issue may need to be covered with a separate policy. Dr. Vaughan suggested that VP Cummings look at the policy for liability issues. The vote on the policy was tabled until the next FS meeting.

#### ➤ Updates from Subcommittees

- APC
  - Elections were held, John Mascaritolo was elected chair.
- FAC
  - Elections held. Caroline Sheppard was elected Chair
- SAC
  - Insufficient members at first meeting to hold elections.
- UCC
  - Elections held. Mary Lamb was elected chair
- GAC
  - Met a couple of times over the summer. They are working on their by-laws as a result of the MAT degrees being combined into one degree, MAT with concentrations. This change impacts representation on the GAC, as the current by-laws state that only the program director of each program is represented. Their report on workload issues is just about ready to send to the Deans for discussion.
- SEI ad hoc committee
  - Barbara met with Susan Copeland about language on best practices, and should have something for FS to look at in about a month.
- Committee on advisement
  - Barbara requested someone to represent the FS on the committee. Ken Nguyen. volunteered.

- The next meeting will be held September 8, 2014.
- **Adjourn:** 12:20pm