

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

Monday September 22, 2014 (11:00 am-12:15 pm)

University Center Board Room U260

Called to order: 11:02am

**Members Present:** Barbara Musolf (Chair), Kay Kemp, Randall Gooden, Celeste Walley-Jean (Vice-Chair), Micah Grant, Khamis Bielbisi, Chris Pitsikoulis, Debra Cody, Ximena Zornosa, Ken Nguyen, Catherine Matos, Chris Raridan, JunFeng Qu

**Non-Members Present:** President Tim Hynes, Provost Kevin Demmit

- **Approval of Minutes from the September 8, 2014 meeting.** Minutes approved.
- **Reports:**
- **President:** Dr. Hynes discussed the implications that a number of ongoing projects have for other activities, such as the implications class scheduling has on things like demand in summer school. More often than not, scheduling is done by the department offering the course and not in consultation with other departments. One common result is that multiple core courses are taught at the same time, meaning that a student taking one is not available to take another taught at the same time. For the university at large, this could have effect of student able to take only 1 or 2 courses. Posting summer schedules early, combined with early advising for summer means that advisors can talk to students about summer school and encourage the student hold back extra financial aid to pay for summer. As we look at activities in a collaborative way, we increase chances of benefiting everyone. Dr. Hynes reminded everyone of the Top Workplace celebration on Wednesday and asked the record to note that he had nothing at all to do with the planning. An open budget meeting will be held on Thursday 10-11:15. Tobacco free campus begins Oct 1. Dr. Hynes has fielded one objection so far, and had no push back from student government when he met with them, which shows the changes in social culture from years ago. Dr. Hynes stated that the search for the Assistant VP for marketing included no new funds made available for that position, but instead funding comes from reallocated dollars.
- **Provost:** Dr. Demmit highlighted two initiatives: 1) Scheduling- university-wide adoption of Astra. The scheduling software has been used somewhat for the past few years, but not wide-spread. Expected outcomes are that (a) able to generate reports to ID where log-jams occur in scheduling, and (b) it will automate room request process for organizations/clubs/etc. In October, there will be a link sent out to enable everyone to make requests online, based on size, media needs, etc. The requests will be sent to the person in charge of that room for approval. The software will save time and will allow us to release final exam schedule earlier, several weeks before first week of class. He is hoping to implement by Spring. Initiative (2) was LEAP, Liberal Education in America's Promise. Recently, the broad general education that students need to be successful is often overlooked. Employers need skills- creativity, ability to work with others, communication skills, etc. This is addressed by the statewide LEAP initiative. Dr. Demmit wants everyone to be involved with it, campus-wide. Celeste Walley-Jean asked about the anticipated date that students will be able to see the summer schedule? Dr. Demmit stated that it would be January, but hoping for December. First drafts of the summer schedule are due by Oct 15. Then it can be reviewed for problem areas/conflicts. Another question asked if it would be possible to revisit MWF scheduling, with the increased information from the Astra rollout. Some courses need larger blocks of class time, so they prefer TR classes. Dr. Demmit answered in the affirmative, that Astra will give us an idea of the demand for Friday class room usage.
- **New Business**
  - **Discuss Summer School Committee's Proposals:** The committee has voted on Marketing and Cost Reduction recommendations. One recommendation that was controversial was ending Maymester except for study abroad. It's difficult to collect funds for Maymester from students, if they are using some of their Pell for summer, because they pay after Maymester is over. Other issue with

Maymester is the question of how much learning can be done in 2 week period of time? Becky Gmeiner, the Bursar and Mark Daddona were encouraging an end to Maymester. Randall commented that he has taught Maymester and found that the learning was good, but it had logistical issues, such as starting on the last day of spring finals. It was too much for the students, no time to catch their breath. He decided he would not teach again. Kay Kemp asked if Maymester were eliminated, could we move summer a week earlier to have a longer break at the end of the semester? Barbara Musolf answered that one of the reasons we can't is because teachers in public schools cannot take classes in summer if it starts earlier. Celeste Walley-Jean raised concerns that we are emphasizing faculty to teach online without preparing them to teach online or students to learn online. We need to do more to help students be successful in these formats that may be more convenient but not a good fit for them. Randall Gooden asked about cost reduction strategies. Dr. Demmit answered that the root of the problem is summer enrollment. We cannot just cut ourselves to make up the deficit. \$2 million from summer goes to cover other items. We are trying to increase summer enrollment through improved scheduling, advising, advertising, whatever format will take to address problem. We're very sensitive that these are not things that can be done lightly. We have to be looking beyond just this summer, and focus on how are we going to turn around the 3 year decline in enrollments, so we don't have to deal with a shortfall like we did last summer. Kay Kemp asked if the decline in enrollment could be due to change in funding (financial aid). Dr. Demmit stated that a good bit of it could, but those changes were 3 years ago, and we still haven't bottomed out. We can't change the rules for Pell, but maybe we can change how students budget. A large source of discussion was the proposal to either cap summer pay or pay flat fees per course. Flat fees to teach can save the university about \$100k. Dr. Hynes added that we couldn't simply cut our way to prosperity, but we need to figure out ways to increase demand for summer courses. This list of cost reductions strategies is a set of trade-offs. It is better to reduce across the board rather than let demands of the market place be the predictor of summer courses. Some faculty members felt that it was better to accept a cap or flat pay per course than to risk having summer classes not be offered. Others raised the point that flat fees would impact recruitment of new faculty as well as faculty moral. The committee is recommending everyone be offered one course before anyone gets a second. One suggestion made was to raise the 15 student minimum to 20, but it was pointed out that that move would penalize faculty teaching upper division courses. Dr. Hynes encouraged the Senate to find ways to craft demand by offering courses that might be more attractive to our students or more casual students. For example, we offer accounting courses, but have not developed any courses in accounting for the media industry, which he suspects would have a lot of interest. Barbara Musolf commented that Item 8, to minimize upper division courses was not a good idea, as it would cut off people who are more likely to be in summer school. It was stated that we need to give faculty a chance to see why they are being asked to take a summer pay cut. The rational for 10a was that department heads need to have some time to take off in the summer, and it also frees classes up for faculty. The recommendation to cut evening course offerings and offer more courses online was due to the evening student population moving more online. Discussion was ended for time constraints. Dr. Demmit stated that the documents released are preliminary reports and do not represent a consensus of recommendations. There is still time for input.

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## ➤ Old Business

- **Update on implementation of No Tobacco Policy:** The concern was raised that we need to contact staff to see what they are putting together, to make sure in line with theirs. Randall Gooden answered that they have copy of what HR has proposed for employees, which differs only for the sake of consistency with other language and policies in the Faculty Handbook. The policy is going into effect Oct 1. Vote on policy: Motion to approve the No Tobacco Policy for Faculty: Debra Cody, seconded by Celeste Walley-Jean. Motion passed.
- **Update on FAC proposal on portfolios:** Deans have a lot of concerns about proposed policies.
- **Update on Children on Campus:** V. P. Corliss Cummings had a number of questions, concerns about ill-defined supervised/unsupervised children, which the senate addressed in the 9/8/14

meeting. She had other questions that were passed on to Jeff Jacobs. They will bring proposal back to use some time in October. Kay Kemp stated that whatever we do, we need to make it the policy not to scare children, need to be managed in a way to not traumatize the kids. Implementation of the policy may be key to managing this policy well.

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- **Updates from Subcommittees**
- APC
  - Nothing to report.
- FAC
  - Nothing additional to report.
- SAC
  - Nothing to report.
- UCC
  - Meeting on first Friday of every month. Approved change in performing arts consolidation. Senate will vote on changes at the October 6 meeting.
- GAC
  - Met, looking at graduate faculty workload, criteria of renewal of graduate faculty status.
- SEI ad hoc committee
  - Nothing to report.
- The next meeting will be held October 6, 2014.
- **Adjourn:** 12:13pm