

MINUTES
General Faculty Meeting
April 27, 2012

1. The meeting began at approximately 10:02 a.m. Because Dr. Phil Szmedra, Faculty Senate President, was unable to attend, Dr. Gary Kline conducted the meeting. Dr. Kline pointed out that in keeping with a previously approved policy, the Secretary of the Faculty Senate would be recording the minutes of these meetings from now on. He thanked Ms. Cheri Paradise for her previous service in the role of recording secretary.
2. The minutes from the previous meeting were approved following a motion from Ms. Laurel Robinson and a second from Dr. Peggy Ellington.
3. President Kendall Blanchard made several remarks. He started by welcoming everyone to the end of another academic year (his sixth year at GSW) and stated that he enjoys working with everyone. He also stated that he likes the beginnings and endings associated with the teaching profession and reminded everyone that no matter how bad things are in a given semester or academic year, we always have another chance to get things right.
 - a. Dr. Blanchard commented on the recent Board of Regents (BOR) meeting on campus. He thanked everyone who helped with the meeting planning as well as those people who gave up their office spaces for the meeting. He believes that the BOR members were impressed with our employees, students, and facilities and that the efforts that went into the meeting represent time and money well spent. Dr. Blanchard also discussed the information he presented to the BOR. Regarding things he believes we do well, he mentioned our enrollment growth and cost effectiveness. We are the most efficient university in the system on several measures, particularly our cost of completion. He also believes that our faculty involvement and engagement with our students helps make the educational experience here special and also helps prepare students for careers and graduate education. Regarding things that we don't do well, he specifically mentioned that in order for the Professional Golf Management program to be successful, it needs to have PGA approval. Additionally, we need to re-think the role of Alumni Relations and address the issue of how to produce feelings of emotional ties in our students so that they will feel inclined to maintain ties with us. This task could be especially challenging considering the increasing numbers of students who take online courses and may never even set foot on campus until the day they graduate. Another problem pertains to improving our graduation and retention rates but still providing a valuable educational experience for our students so they leave here with more than just a diploma.
 - b. Dr. Blanchard also reminded us that graduation is next Saturday, May 5. Our commencement speaker will be Dr. May Wykle, Dean of the School of Nursing at Case Western Reserve University and a long-time member of the Rosalynn Carter Institute Board of Directors. Dr. Blanchard emphasized that this is "the year of Rosalynn Carter" given the 25th anniversary of the RCI and the naming of the new building complex after her, so it was appropriate that Dr. Wykle was going to be our commencement speaker next week.

4. Dr. Brian Adler, Vice President for Academic Affairs, echoed Dr. Blanchard's positive comments and expressed his appreciation for the accomplishments of faculty and staff on campus. He recognized those faculty members who received tenure and/or promotion as well those who were retiring. He also highlighted several aspects of what he referred to as "a busy year". People across campus are working hard to get ready for SACS and develop the QEP. Additionally, Dr. Adler said, we will soon be hearing more about the "Complete College Georgia" program (CCG), as this will affect all schools in the University System of Georgia (USG) Adler presented the following information about CCG:
 - a. As background information, Dr. Adler presented statistics indicating that the United States as a whole isn't keeping pace with other countries in terms of higher education attainment, and that Georgia was in the bottom 15 states on this indicator. It is estimated that by 2020, 60% of jobs will require higher education, but only 42% of young adults will qualify for these jobs. In hard numbers, the USG will need to graduate 250,000 more students between now and 2020 to produce enough college graduates to meet the demands of the job market. Governor Deal feels very strongly about the importance of encouraging higher education, and based on our work to date in the areas of recruitment and retention, the USG has funded us for two extra positions specifically related to CCG initiatives. In the future, continued or additional funding of this nature will be linked to how well we do in our recruitment and retention efforts.
 - b. Part of our CCG-related efforts will require us to re-think our ideas of what is meant by the term "traditional student" and pay more attention to other groups of students such as part-time students, adult learners, transfer students, and students with military backgrounds.
 - c. Dr. Adler presented statistics indicating that of 100 public school 9th graders in Georgia, 24 start college, 19 become sophomores, and 6 graduate "on time" for an overall 25% completion rate. However, GSW's "on time" graduation rate ranges from 15-39%, so we will need to examine factors that contribute to this. Dr. Adler stated that more will be expected of us in the areas of recruitment and retention, and reminded us that eventually this will affect our bottom line, but that we didn't want to sacrifice quality in the process. He indicated that faculty/student engagement, high-impact teaching practices, incentives for building quality in learning and teaching, and cultivating enrollment growth and excellence in undergraduate learning and teaching (with the latter being part of the university's Strategic Plan) will receive more emphasis in the future. This will also help us demonstrate our strengths to SACS and help guide QEP development.
 - d. The timeline for the moment involves a 1-page prospectus sent to the BOR on April 20 and an extensive plan due to the BOR by July 1. The prospectus sent to the BOR on April 20 mentioned four strategies: improving and increasing student engagement both within and outside of the classroom, with other students as well as faculty; providing structure to the freshman year experience; encouraging group and interactive approaches to learning as part of effective academic support; and an "active and intrusive" approach to advising.
5. Committee reports were given:

- a. Dr. Bryan Davis reported for the Academic Affairs Committee. They had three meetings this semester and produced 19 items for today's agenda. Dr. Davis also praised the work of the Advising and Academic Standards subcommittees. The Advising subcommittee determined that there was not enough response from the online advisement surveys, so a paper-and-pencil version was distributed to faculty for administration in classes. So far, Dr. Lisa Cooper has scanned 750 surveys and estimates that 1200 will be processed by the time all the surveys are collected this semester. Dr. Davis thanked Dr. Cooper and the instructors who gave out the surveys to their students. Regarding the Academic Standards subcommittee, they started working on revisions to the academic integrity policy and will continue this task this summer.
- b. Dr. Paul Shapiro reported that the Academic Grievances Committee had not received any student grievances.
- c. Dr. Andy Bosak reported for the Athletics Committee. He stated that the committee was happy to bring back its ex-officio member for Intramurals and also was interested in finding more ways to provide academic support for our athletes. We had several students receive conference and/or NCAA academic honors this year, including one student (Jessica Bivins) who received a graduate school scholarship from the NCAA. Dr. Bosak also mentioned that Mr. David Hunter was our new Faculty Athletics Representative, and thanked Dr. Liz Wilson for all her service in that area.
- d. Dr. Greg Hawver presented the report for the Business and Finance Committee. He thanked the committee members and state that the three phases of the budget request had been completed: budget requests had been submitted by unit budget heads, presentations had been made, and the committee had forwarded its recommendations to the Administrative Council. The notes Dr. Hawver provided to the Recording Secretary contained a reminder that the annual campus-wide budget discussion, open to all faculty and staff, will be held on Tuesday, May 1 at 11:00 a.m. in the Student Success Center Conference Rooms 2410, 2413, and 2417.
- e. Dr. Burt Carter reported for the Faculty Affairs Committee. This committee met approximately 12 times and generated several items for the agenda as well as allocated funding for Faculty Development Grants and Faculty Instructional Grants.
- f. Dr. Peggy Ellington reported for the Graduate Affairs Committee. They met twice formally and conducted some online business for several proposals contained on the agenda.
- g. Dr. Andy Bosak reported for the Institutional Effectiveness Committee. They met several times and had an Assessment Day back in December. The committee has decided to look more closely at the assessment of critical thinking and received some recent feedback from the Faculty Senate regarding this issue. Dr. Bosak praised the dedication of the committee members, noting that several of them had volunteered to remain on the committee even after their terms had expired.
- h. Dr. Ellen Cotter reported for the Institutional Review Board. They have received 33 proposals, including 3 full review proposals for studies that could pose special ethical problems. Many of the proposals were from students, including 3 proposals from graduate students at other institutions who wanted to conduct research on the GSW campus. Dr. Cotter thanked the committee members for their hard work.

- i. Dr. Anh-Hue Tu reported for the Instructional Technology Committee by stating that there was nothing to report.
 - j. Dr. Julie Megginson reported for the Scholarships and Financial Aid Committee. They met with Dr. Gaye Hayes recently and made decisions regarding scholarship awards for incoming students.
 - k. Dr. Tom Weiland reported for the Student Affairs Committee. He stated that they had handled many student organization issues such as policy changes, bylaw and constitution changes for the Student Government Association, and changes for the application and screening process for student publications. He estimated that the committee had 80-90% participation from its members.
 - l. There was no report provided for the Committee on University and Alumni Relations.
6. Several proposals from the Academic Affairs Committee were reviewed. All of these proposals came with approval from the Faculty Senate.
- a. A proposal to amend Section 4 of the University Statutes (the section that deals with the function and composition of standing committees) was approved.
 - b. A proposal for a credit hour policy that specified the distribution of credit hours for different types of courses (online, laboratory, practicum, studio, etc.) was approved.
 - c. A proposal to clarify the GSW policy on substantive change was approved.
 - d. A proposal for a revised process for comprehensive program review of academic programs was approved.
 - e. Several proposals regarding curriculum changes were considered. Following a motion from Dr. Brian Smith and a second from Dr. Elizabeth Gurnack, the proposals were considered as a group rather than individually. The proposals under consideration were:
 - i. Drop SOCI 2295 American Mosaic
 - ii. Computer Science Minor - The proposal aims to streamline the courses based on prerequisite requirements in the Computer Science Minor curriculum.
 - iii. Information Technology Minor – Proposal to change the IT minor curriculum to reflect current trends in the IT industry.
 - iv. Addition of a Spanish Minor
 - v. BS in Computer Science - The proposal aims to remove the CSCI 4520 Prin. of Compiler Design course from the list of elective courses in the BSCS curriculum. This course will not be deleted.
 - vi. Certificate/Undergraduate Certificate in Information Technology
 - vii. BSed Health and Physical Education – Remove HPER 2090. Add HPER 3850.
 - viii. BSed Exercise Science/Wellness. Remove HPER 3090 as a required course. Add advisor approved 3000 level elective section.
 - ix. For the B.A. in History, increase major electives to 30 hours from the current 29 hours to reflect a change in the number of credit hours to HIST 2500.
 - x. Addition of a B.A. in History with Teacher Certification program.
 - xi. Deactivation of the B.S. in History with Teacher Certification program.
 - xii. Deactivation of the BS in Information Technology (Professional Writing option) program due to low enrollment.

- xiii. BBA Marketing Major – Add MKTG 4800 as a required course and remove one three hour approved business course
- xiv. For the BS IT (Multi-media option) – drop ARST 3081- Beginning Photography; add CIS 2000 – Desktop Publishing

Following a question from Dr. Bosak, it was clarified that addition of new courses to the curriculum did not need to be approved by the general faculty. Ms. Linda Randall asked, regarding the proposal to delete SOCI 2295, whether a deleted course was deleted forever. Ms. Lynda Lee Purvis clarified that courses could be reinstated, but there was an approval process that had to be followed. She also stated that even though SOCI 2295 would no longer appear on curriculum sheets for Area B, it could still count in that area if students had previously taken the course. Mr. Jeff Green stated that he had submitted a course proposal for an addition to the core curriculum that would involve a video production course to be included as part of Area D. Dr. Adler replied that he had not heard back from the General Education Committee regarding this issue. All curriculum changes were approved.

- 7. Several proposals from the Faculty Affairs Committee were reviewed. All of these proposals came with approval from the Faculty Senate.
 - a. A proposed new table of contents for the Faculty Handbook was approved. Dr. Carter pointed out that this was a joint effort from the Faculty Affairs and Academic Affairs Committees.
 - b. A proposal to amend the Faculty Handbook revisions policy was approved.
 - c. An intellectual property policy for GSW was approved.
- 8. The Graduate Affairs Committee presented several items.
 - a. Several curriculum-related proposals from the Graduate Affairs Committee were reviewed. All of these proposals had previously received approval from the Faculty Senate. Following a motion from Dr. Ellington and second from Mr. Green, the proposals regarding curriculum changes were considered as a group. The proposals under consideration were:
 - i. Delete CIS 6410 and CIS 5320 from the Graduate Online Certification in Computer Information Systems.
 - ii. For the Master of Science in Computer Science (online), change the total number of required hours from 36 to 30; change the number of required core hours from 25 to 18; delete the following two courses from the required core courses-CIS 6410 Client-Server systems and CIS 5320 Object Oriented Analysis & Design.
 - iii. For the Master of Science in Computer Science, change the total number of required hours from 36 to 30; change the number of required core hours from 25 to 18; delete the following two courses from the required core courses-CIS 6410 Client-Server systems and CIS 5320 Object Oriented Analysis & Design.

Dr. Davis pointed out that the paperwork needed to be amended here because one of the items had already been considered as one of the items coming from the Academic Affairs Committee.

b. Dr. Lauren DiPaula's application for graduate faculty membership was approved.

9. Several announcements were made.

a. Dr. Kline announced that Mr. Hunter had been elected the new President of the Faculty Senate.

b. Ms. Krista Smith reminded faculty that senior grades were due on Friday, May 4 at noon and that anyone who did not already have a list of graduating seniors in their classes should inform the Registrar's Office. Grades for students who are not graduating seniors are due Monday, May 7 at 8:00 a.m.

c. Ms. Purvis invited the faculty to the Graduation Breakfast at 8:15 a.m. on Graduation Day. She reminded the group that students and several faculty would be receiving awards at the Breakfast and encouraged those present to come out and support their colleagues. She also thanked everyone present for being such good colleagues during her time at GSW. Dr. Kline in turn thanked Ms. Purvis for all her service.

10. The meeting adjourned at roughly 10:56 a.m.

Submitted by Ellen Cotter, Faculty Senate Secretary