

Faculty Senate Meeting Minutes

**January 19, 2017
1:00 to 3:00 p.m.
Hall of Honors**

Senators in Attendance:

X	P. Blobaum (AL/UL)	X	J. Goode* (CAS)	X	X. She (COE)
	M. Carrington* (CAS)		G. Howell (COE)	X	J. Shin (CAS)
X	X. Chen (CAS)	X	J. Klomes* (COE)		S. Spencer (CHHS)
	D. Cortese (CAS)	X	E. Mengova (COB)	X	A. Tamulis* (CAS)
X	N. Ermasova (CAS)		P. Mohanty* (COB)		C. Tymkow (AL/CHHS)
X	E. Essex (CHHS)	X	R. Muhammad* (AL/CAS)	X	S. Wadhwa (CHHS)
	L. Falconnier (CHHS)	X	B. Parin* (AL/CAS)	X	S. Wagner (AL/COB)
X	L. Geller (UL)	X	Z. Ramamonjariavelo* (CHHS)	X	B. Winicki* (COE)
X	D. Golland* (CAS)		G. Sargut (COB)		

* = Faculty Senate Executive Committee, Standing Committee Chairs

Others Present: D. Bordelon, S. Cervantes, A. Cipra, S. Estep, K. Lambert-Thomas, C. Sexton, A. Vendrely

1. *Call to Order:* The meeting was called to order at 1:00 p.m., with quorum, by Faculty Senate President Winicki. Winicki asked senate members for suggested changes to the agenda. No changes were suggested.
2. *Administrative Updates:*
 - *Budget, news regarding Cullerton and Radogno negotiations-* Provost Bordelon wished the Faculty Senate a Happy New Year before talking about the budget impasse. She reported that there were no significant updates. The state Senate put a budget proposal together that was submitted to Governor Rauner.
 - *Spring Enrollment; guidelines regarding low-enrollment classes in teach-out programs-* Provost Bordelon reported that total student headcounts for Spring 2017 decreased 2.73% (96 students, 600 credit hours) from last year due to non-payment for classes. The Provost's Office is encouraging students to work with Financial Aid toward viable solutions.
 - *Classroom assignments for low-enrollment classes-* Faculty with low enrollment courses are encouraged to work with their respective department chairs and deans on accommodating

students; courses with five or fewer students are not assigned a classroom. Klomes noted that good coordination is required to ensure students enrolled in low enrollment courses are given a meeting place before the first day of class. Otherwise, frustrated students on the first day of class may have a negative perception of GSU and as a result may give the instructor a poor SEI evaluation.

- *Freshman 2017 applications*–Provost Bordelon reported that to date, GSU has received 398 applications from potential Fall 2017 freshmen, down from 575 applications at this time last year. GSU received incomplete applications from 184 people. Provost Bordelon informed the Senate that CHHS has implemented a pilot program to guarantee admission for graduate applicants who completed their undergraduate degrees at GSU, for the OT, PT and Communication Disorders programs.
- *Response rate for Fall 2016 SEIs; comparison of face-to-face vs. online courses*–Provost Bordelon reported that the response rate for face-to-face classes was 48.5% compared with 38% for online classes. The Provost’s Office is looking at ways to link the SEI system to Blackboard to increase the response rate.
- *\$100 “late fee” for registration after Jan. 3*– This late fee is for continuing students only; new students are not charged for late registration. Winicki asked the Provost who made the late fee decision. She also asked if that decision was made by PBAC, or if the decision should have been reached through shared governance. *Kim Thomas* said that she made the decision, and the late fee was first implemented during the Fall 2016 term. The GSU administration, however, has waived a large number of late registration fees. Wagner added that if a student registered for one course before the registration deadline, that student will not be charged a late fee if he/she registers for other courses after the deadline.
- *Academic Calendar Committee (decision regarding change from Lincoln’s Birthday to President’s Day Holiday; graduation application deadline)*– Winicki asked the Provost made and approved the decision to observe the President’s Day holiday rather than Lincoln’s Birthday. She asked if this kind of decision should be shared with the Faculty Senate as part of shared governance. Thomas said that she approved the change to the academic calendar as suggested by the Academic Calendar Committee. The rationale for this change was to align GSU’s holiday with other schools in the region that observe President’s Day. Golland stressed that any decision to change the academic calendar must be made in consultation with the Faculty Senate and a last minute decision to change the academic calendar should be avoided. It was also noted that there is some discrepancy on GSU’s website regarding the graduation application deadline. Thomas said that some miscommunication might have caused the discrepancy. The correct graduate application deadline is February 6th instead of February 3rd. Bordelon will consult with the Registrar’s Office on this issue.
- *PBAC: tuition and fees changes being considered; meeting and decision-making schedule; cohort competitors’ costs vs. GSU’s (e.g., \$225/c.hr. vs. \$307/c.hr.)*–Bordelon invited senators to attend the upcoming PBAC meeting; it is a meeting open to the entire GSU community. The agenda for the upcoming meeting includes an increase in tuition and fees. Muhammad asked the Provost about GSU charging students with walkway fee (a student asked her about it). Faculty Senate President Winicki commented that GSU loses cohorts of students who wanted to take GSU classes at off-campus locations because GSU’s charge is too high. Thomas suggested that it may be possible to have a “cost recovery plan” for off-campus cohorts. Also, Provost Bordelon noted that off-campus cohorts are not charged the walkway fee.

- *Job description request from HR*–Thomas clarified that the request was for the athletic program employees. Thomas shared the financial report (FY2015, FY2016, and January 1, 2017) of the athletics program with senators. It was noted that costs are higher than revenues. Student activity fees comprise the majority of the revenues (direct tuition revenue). All of GSU coaches are part-time employees. Golland requested that the athletic program submit its financial reports to the Faculty Senate annually.

Muhammad mentioned that she had a bad internet connection in her classroom.

Ramamonjiarivelo also mentioned that air in her classroom has made her and some of her students sick. The Provost said that they resolve these issues.

3. *Review and approval of December 2016 Faculty Senate minutes*–Essex suggested a change to the end of the December minutes, to add the name of the film (“Starving the Beast”) being scheduled at GSU by UPI. A motion was made and seconded to approve the December 2016 minutes as amended; The motion passed by unanimous voice vote.
- 4.
5. *Faculty Senate Action and Discussion Items:*
 - *Posting of standing committee minutes in portal*– Carrington has not yet taken care of posting standing committee minutes on the GSU portal.
 - *General Education Council Resolution Amendment re: Mastering College course*– Tamulis showed, on the white board, the electronic version of the resolution. It was not clear whether the Smart Start and ACHIEVE programs are under the jurisdiction of the General Education Council. It was also noted that the name “Smart Start” may be trademarked; therefore, GSU must be careful regarding use of the name. ACHIEVE is equivalent to BACK ON TRACK. Senators suggested the General Education Council revise the resolution using the following statement, “Guidance and oversight of Smart Start, Mastering College, and any successor program...” Tamulis made a motion to approve the resolution; Klomes seconded. The motion passed by unanimous voice vote. The revised resolution must be signed by Winicki, Carrington and Provost Bordelon. Tamulis will send a copy of the approved resolution to Provost Bordelon and the Board of Trustees.
 - *“Non-academic” policies processes*– Tamulis reported that nothing has changed since the last Faculty Senate meeting.
 - *Policy 21 (Honors policy), requested revision by Student Senate*– Tamulis reported that nothing has changed since the last Faculty Senate meeting.
 - *Proposed policy on searches*–Wagner noted that some academic units still are trying to hire non-tenured faculty for an administrative position such as “program coordinator.” Given the large responsibilities of a program coordinator, and the amount of work required to achieve tenure, he is concerned that non-tenured faculty may fail to achieve tenure while serving as program coordinators. He suggested that EPC propose that non-tenured faculty should not serve as program coordinators. Winicki said that the Senate in the future will discuss the responsibilities of program coordinators.
 - *Task Force on Class Schedules to include Registrar Huang and Bonnie Simpson; formal charge of task force; call for volunteers; survey of stakeholders*– A resolution regarding establishment of a task force on scheduling was distributed to senators. Goode and Cortese have volunteered to be Faculty Senate representatives on the task force; Golland and Tamulis are co-chairs. Essex noted that the resolution should be reconsidered because the Task Force is dominated by CAS faculty. The Resolution was amended as follows: “the Task Force on Scheduling shall have two co-chairs appointed by the

Faculty Senate. The co-chairs should be faculty members.” Golland made a motion to approve the amended resolution; Klomes seconded. The motion passed by unanimous voice vote. The Senate appointed Golland, Tamulis and Goode as members of the Task Force on Scheduling. Tamulis and Golland were appointed as interim co-chairs of the task force. Klomes made a motion to approve the appointments; Muhammad seconded. The motion passed with two abstentions. Winicki will call the five faculty volunteers on the task force.

Winicki called for a motion to extend the meeting by 10 minutes. A motion was made and seconded to extend the meeting by 10 minutes. The motion passed by unanimous voice vote.

- *Faculty Senate appointments needed:*
 - *Need interim Faculty Senate minute-taker due to Carrington’s teaching schedule*– Winicki will contact Senate members.
 - *Title III Grant Advisory Committee (Center For Junior Year, e-portfolios), faculty representative needed*– Golland volunteered. Essex made a motion to appoint Golland to the Title III Grant Advisory Committee; Muhammad seconded. The motion passed with one abstention.
 - *Benefits Committee (Voluntary 403B retirement accounts), Faculty Senate representative needed*– Muhammad volunteered. Golland made a motion to appoint Muhammad to the Benefits Committee; Klomes seconded. The motion passed by unanimous voice vote.
- 6. *Faculty Reports (Reminder: AY 15-16 Annual Written Reports from Committees):*
 - *APRC*- Wadhwa reported that the committee is beginning to work on annual reviews of programs.
 - *EPC*- No further report.
 - *UCC*- No report.
 - *Graduate Studies Council*- Tymkow lost her husband and is on leave of absence for the rest of the semester. Winicki will purchase a plant to express the Senate’s sympathy for her loss.
 - *General Education Council*- No further report.
 - *SEI Task Force*- Wagner reported that he heard about some glitches in the SEI system, and asked senators for details. Goode said that the SEI response rate has decreased dramatically. Wagner said that consequently, performance standards for SEIs should be considered.
 - *IBHE-FAC*- No report.
 - *APERC*- Muhammad reported that the committee’s report to the Provost is due February 6th. The committee will meet on January 31st.
 - *Bargaining Unit*- Klomes reported that the new Labor Officer, Robert Vodicka, met with the Bargaining Unit. The Bargaining Unit will soon will show a film and a ten-minute documentary. Estep is scheduling a meeting called “Know Your Contract” to explain details of the UPI contract.

Essex reminded the Senate that she is scheduling a documentary on defunding of higher education to be shown soon at GSU.

7. *Adjournment:* Goode made a motion to adjourn. Adjourned at 3:10.

Next meetings: Executive Committee, February 2, 1:00 to 3:00 p.m., Library Conference
 Room (D2417)
 Faculty Senate, February 16, 1:00 to 3:00 p.m., Hall of Honors

Respectfully submitted,

Mary Carrington
Faculty Senate Secretary