

## East Georgia State College Faculty Senate

### Meeting Minutes

August 5, 2016

9:30 a.m. GL Smith Conference Room at EGSC, Swainsboro

Type of meeting: Regular meeting

Meeting Facilitator: Dr. Lena White, President

- I. Call to order (9:36 a.m.) – Regular Meeting
- II. Roll call: Dr. Mason, Dr. Simmons, Dr. White, and Ms. Todd in Swainsboro; Dr. Derr, Mr. Andrews, and Ms. Williams via Polycom in Statesboro.
- III. Greeting of Visitors: David Strickland- Swainsboro & Bob Marsh- Polycom via Statesboro.
- IV. Approval of minutes from June 3, 2016 and June 10 (Special Meeting) meetings and Adoption of Agenda:
  - a. June 3<sup>rd</sup> Minutes- There was a motion to approve the minutes and a second. Call for discussion- Dr. Derr made a motion to remove: “In addition, he will ask for a replacement for Joe Devaney, who was serving on this committee as well” from the minutes under the Grievance and Grade Appeals section due to a misunderstanding about the issue. The motion to accept the minutes as amended (i.e. the removal of this sentence) was made. There was a second, and the minutes were approved.
  - b. June 10<sup>th</sup>- There was a motion and a 2<sup>nd</sup> to approve the June 10<sup>th</sup> minutes. The motion was approved.
- V. Committee Reports
  - a) Academic Honesty Policy- final report from the sub-committee (Bob Marsh):
    - a. Dr. Derr made a motion to commend Bob and committee for work well done on the Academic Honesty Policy. The motion was seconded and approved.
    - b. There was a motion and a 2<sup>nd</sup> to approve the Academic Honesty Policy. Call for discussion- It was noted that within the flowchart there were a few revisions that needed to take place. 1) Under the Act Reported by another member of college community V.B.3 section, instead of OR, it

should read AND. 2) Mr. Andrews noted that the Roman Numeral should read VI. B. 3 on the chart instead of V.B.3. 3) It was also suggested to eliminate the Recipient of report notifies faculty member (within 3 days) on the chart under the Reporter section of flow chart. There was a motion to approve the Academic Honesty Policy with these specified amendments/additions. The motion was seconded and approved.

- c. Electronic copy of Academic Honesty Policy- Bob Marsh will send a clean revised copy of the Academic Honesty Policy to Dr. White and the FS; Dr. White will distribute it to appropriate people (Dr. Boehmer, Susan Gray).

## VI. Unfinished Business

### a) Post-Tenure Review notes from Dr. Boehmer:

- a. Dr. Simmons explained that all the changes in Dr. Boehmer's memo have already been addressed in the previous document sent to him; the document with which Dr. Boehmer is working/ looking at must be an older version. Dr. Simmons would like to work with Alan Brasher on a committee and meet with Dr. Boehmer to discuss the changes already made to the Post-Tenure Review Policy. There was a motion to reform a committee with Dr. Simmons and Dr. Brasher to discuss Post-Tenure review with Dr. Boehmer. This motion was seconded and approved.

### b) Increase in course caps:

- a. A proposal for a policy needs to be made by FS in regard to course caps. Dr. Simmons made a motion to reconvene the committee on Course Caps with Reid Derr and Damon Andrews. This motion was seconded and approved.
- b. A motion to create a protest statement in regard to an increase in course caps to be sent to the President, Vice President, Dr. Gribbin, Mary Smith, and all Deans and departments chairs of the college was made; the motion was seconded. There was a call for discussion. The following statement was drafted: "We as a Faculty Senate, representing the EGSC faculty, protest the administrative decision to increase enrollment caps in various EGSC classes, and thus increase faculty work load, without proper information and compensation to the affected faculty members." Call to question. There was a motion to approve the above protest statement in regard to increase course caps; the motion was seconded and approved. Dr. White will take the statement to the Senior Staff Meeting to distribute to the President, Vice President, Deans/Department Chairs, David Gribbin, and Mary Smith.

- c) Grade Change Policy: A motion was made to contact John Blackburn regarding the Grade Change Policy; Mr. Blackburn has not met with the Faculty Senate nor with Dr. Goodman concerning the policy regarding Grade Changes, which should have been addressed during the Spring semester. The motion for Dr. White to contact Mr. Blackburn was seconded and approved.
- d) First Aid Cards: There is an issue with approved policies from the Faculty Senate not making it to the appropriate departments and/or offices; the chain of command with paperwork needs to be addressed. Dr. Mason will ensure that Tabithia Ross and the Director of Advisement receive the approved policy regarding First Aid.

BREAK: 10:30 am

RESUME MEETING: 10:40 am

#### VII. Open Issues

- a) Statutes- wrong version: FS did not approve the Dec 2015 Statutes. September 2015 Statutes were approved with amendments by FS, but the amendments were not included in the latest version of the Statutes. In Feb 2016, there was a meeting between Dr. Pittman, Dr. Derr, Dr. Boudreaux and Dr. Boehmer regarding the Academic Freedom Policy; Dr. Boehmer agreed to the changes to the Statutes made by the FS, but these changes are not included in the latest version of this document. (Note: See the Sept 2015 minutes under Unfinished Business Section B for more information)
- b) Dr. Simmons made a motion to table the Statutes until such time that the changes which the FS made in Sept 2015 are made to the document. There was a second for the motion. Call for discussion. How does this affect FYE in the Statutes? Dr. Strickland will still be able to discuss FYE in New Business. Call to question: The motion to table the Statutes until the changes that FS made in Sept 2015 are included in the document was approved.

Modify Agenda: It was noted that the agenda would be modified slightly in order to handle proposals and policies that were easy to review.

#### VIII. New Business - Academic Affairs material:

- a) Revised Statutes (includes First Year Experience Committee- David Strickland): Dr. Strickland would like to add certain members to the FYE committee in order to assist students by having the different offices work together with the

students. Dr. Strickland submitted a Proposal to the FS in regard to adding certain Directors to the FYE Program Committee (see document: A Proposal to the Faculty Senate by David Strickland). He would like to add the Director of Counselor and Disability Services, Director of Housing, Director of Student Conduct, Director of Student Life, the Library Director, and the Registrar. Dr. Strickland would like to have these people added to the committee once the FS reviews the Statutes. Dr. Simmons applauded Dr. Strickland's efforts with the CATS/FYE Program; each draft of CATS/FYE has improved. The FS accept Dr. Strickland's proposal as information and will review his request once the latest revised Statutes have been sent to them.

Dr. Derr made a motion to approve b-h in New Business; this motion was seconded and approved.

- b) Change in name of FESA course POLS 4890 (Public Personnel Management):  
Approved
- c) A recommendation to change current graduation requirements (Number of residency credit hours from EGSC to get an associate degree from 25 to 17):  
Approved. Note: There was a comment made concerning the mention of Student Success in Graduation Requirement #4. This section may need to be revised in order to incorporate the new CATS course.
- d) Recommendation to change minimum pre-requisite grade requirement for PHYS 2211 (Physics I) to a "C" or Higher (Pre-Requisite is MATH 1113 Pre-Calculus):  
Approved
- e) Recommendation to change minimum pre-requisite grade requirement for PHYS 2212 (Physics I) to a "C" or Higher (Pre-Requisite is PHYS 2211 Physics I):  
Approved
- f) Recommendation to change minimum pre-requisite grade requirement for BIOL 1108 (Principles of Biology II) to a "C" or Higher (Pre-Requisite is BIOL 1107 Biology I): Approved
- g) Proposal to change the description regarding the GPA requirements for the B.S. in Biology: Approved
- h) Proposal to institute a minimum score of 130 on the ETS Major Field Exam in Biology: Approved
- i) Faculty evaluations guidelines: Faculty noted that there is a need for guidelines/ a rubric for how Deans evaluate faculty; faculty need to know how they are being evaluated so they can improve. Faculty need transparency in regard to

evaluations, so they can meet the expectations that are required of them. It was noted that a committee should be formed for this issue. A motion to form a committee (including Dr. White and Dr. Simmons) concerning faculty evaluation guidelines was made; the motion was seconded and approved. Dr. White and Dr. Simmons will talk with Dr. Lee Cheek about what he is working on regarding evaluations since it was mentioned that he may have a guideline or rubric in place.

j) September meeting: There was a motion for the FS to meet every 3<sup>rd</sup> Friday each month @ 8:00 am; this motion was seconded and approved. Below are the meeting dates/campuses:

- a. Sept 16- Statesboro: 8 am
- b. Oct 21- Swainsboro: 8 am
- c. Nov 18- Statesboro: 8 am
- d. Monday, Dec 12- Swainsboro- 9:30 am

IX. Adjournment: There was a motion to adjourn; it was seconded and approved. (11:42 am)