

Academic Council Meeting Minutes

July 13, 2016, 3:00pm in Student Center Foundation Room

Members Present

- Jeffery Knighton
- Richard Baskin
- Terry Betkowski
- Laura Shadrick
- Susan Finazzo
- Mike Mahan
- Anne Purvis
- Ed Whitelock
- Tom Aiello
- Mustapha Durojaiye
- Barry Kicklighter
- John George
- Steve Raynie
- Tonya Moore
- Britt Lifsey
- Becky Godlasky

Agenda Items

Academic Affairs Goals (Planning and Goal Development)

1. Dr. Knighton provided the four main goals for Academic Affairs for the upcoming academic year:
 - a. Promote innovative teaching
 - b. Support engaged learning
 - c. Provide excellent academic support
 - d. Increase access opportunities
2. Make sure all school and department goals fit into the main Academic Affairs, and think of how each of us can contribute to the goals.

Welcomes

1. Dr. Knighton welcomed Dr. John George, who is serving as Interim Department Head for the Department of Math and Computer Sciences.
2. Dr. Knighton welcomed Dr. Becky Godlasky, who is serving as the Grant Coordinator for Gordon State College.
 - a. Dr. Godlasky will be working directly with Ms. Albritton, VPFA, looking for grant opportunities.

Budget Concerns

1. While we are experiencing budget cuts, don't panic.
 - a. Keep in mind that money can be interchanged between operating expense lines and travel lines.
 - b. Grants help, so work with Dr. Godlasky.

Teaching Loads

1. Beginning in fall we will need to look at teaching loads.
2. We need a sustainable plan before fall 2017.

IE Deadlines

1. Deadline is July 22, and everything will be on web.
2. Onsite committee will visit October 24-27 and will contain 10 or 11 people.
3. Should also show how departments have reviewed.

QEP: First Things First

1. Everyone, including faculty and staff, must be able to answer questions about our QEP
2. Prepare by reading the newsletters.
3. Newsletters must be visible in all offices and common areas.

Website Development: Careers and Program Maps

1. Mr. Lifsey distributed a list of degrees awarded this past academic year by major.
 - a. The tables will be available on the IR website soon.

Off-campus sites (FVSU and GRCCA)

1. Dr. Baskin gave a brief update on two current Off-campus projects.

FVSU GAP

1. FVSU GAP participants are GSC students who meet GSC admission standards and will be earning 30 core hours in this program.
 - a. So far, 16 students have completed paperwork to meet the initial deadline this Friday (July 15th).
2. The courses include ENGL 0999, ENGL 1101, MATH 0997, MATH 1001, HUMN 1502, PHED 1010, PSYC 1101 AND STAR 0098.
 - a. The courses are staffed by Richard Baskin (HUMN), Anissa Howard (PSYC) and FVSU Faculty.
3. We expect this program to continue to grow.
 - a. Next year our program will be mentioned in the rejection letter from FVSU and will include an insert about the program.

GRCCA

1. College and Career Academies are a partnership between the USG, TCS, and public schools.
 - a. College essential pathways are taught by the USG.
2. Griffin Region College and Career Academy is composed of Spalding County High School, Griffin High School, Jackson High School, and Pike County High School.
4. Courses delivered at the Academy will follow Spalding County School calendars all MOWR students.

Student Success Summit (August 3)

1. President Burns has been interested in having a professional development day for faculty and staff for several years now, so we had Peter Higgins coordinate this initial event.
2. The First Annual Student Success Summit will be held on August 3
 - a. Joint Faculty/Staff meeting will be held from 9-11:30 in the Fine Arts Auditorium
 - b. At 11:45 everyone will gather in the dining hall for lunch and to hear our keynote speaker, Dr. Charlie Nutt, the President for NACADA
 - c. 1:30-4pm will contain breakout sessions similar to those at a conference and will include an ice cream social break.
 - d. At 4 pm, everyone will gather at the Alumni House Courtyard for a social/ networking session that will contain door prizes and refreshments.
3. While this is a required day, we want people to WANT to be there.

Additional Meetings

1. August 1-2 – New Faculty Orientation
2. August 4- department meetings in the morning and school meetings in the afternoon.
3. August 8- full faculty meeting from 9-12

Document Last Day of Attendance

1. We began this policy in Spring 2016.
2. Even though we do not have a campus wide attendance policy, we do have an engagement policy and have to be able to document date of last engagement/ attendance for all students.

Reminders

1. Emails are Open Records
2. Student workers are only allowed to hold one job.

New HR policy: Overtime

1. The Fair Labor Standards Act (FLSA) is in the process of redefining exempt v. nonexempt employees.
2. More information will be sent soon.

New Promotion and Tenure Procedures

1. In April 2016, the faculty approved an update to the Promotion and Tenure Process.
2. The Process now starts at department level with Academic Unit Promotion and Tenure Committees compiled of all tenured faculty not up for review for that department.
 - a. The Academic Unit Committees each choose one member to serve on the Promotion and Tenure Chairs Committee, which will review all files for consistency.
3. Faculty applying in 2016-2017 were notified in spring 2016 that some changes to the process were expected.
4. This year, we will elect a Promotion and Tenure Committee as previously done.
 - a. Portfolios will be provided to Department Heads by September 6.
 - b. Between September 6 and September 30, the new Academic Unit Committees may review the files and make recommendations to the Department Head.
 - c. Department Heads will submit their letters to the Deans by October 1.
 - d. Deans will submit their letters to the Promotion and Tenure Committee 1 week later (October 8).

Career Services Update

1. Professor Tonya Moore distributed an overview of services and career exploration hand out for Department of Career Services.
 - a. The Department now uses College central to provide access to jobs postings, internships, etc. and currently has 1000 students enrolled.
 - b. Discipline specific career fairs are being planned.
2. Professor Moore requested a short list of readiness activities for students from all academic departments.
3. Ambassador Training will take place August 2.

Enrollment Management Update

1. We are hosting an NSO tomorrow.
2. So far, it appears we will meet our retention goal.
3. Each department has some students that are unlocked but not registered, so please connect with these students.

Associate Degree with Majors Update

1. We proposed 13 different Associate degrees with majors to the BOR.
2. We should hear by August 1 which programs have been approved.
 - a. The approved programs will have a start date of fall 2017.
3. Our proposal was chosen by BOR staff to be used as an exemplary example.

Additional Items

1. Direct all media inquiries to Rhonda Toon's office.
2. Convocation is changing.
 - a. Faculty are no longer required to attend.
 - b. Instead, students will participate in short sessions and complete a designated task list.
3. The Chancellor is a full supporter of free speech on college campuses.
 - a. GSC's designated Free Speech Zone is in the pavilion at athletic fields.
4. Students can now carry Tasers,

- a. We cannot ask students to remove Tasers from their desk if no disruptions are present.
 - b. We will address this more at the full faculty meeting.
5. Joint Staffing policies and processes have been revised effective July 1, 2016.
 - a. More information will be sent soon.

The meeting adjourned at 4:41pm.

Minutes submitted by Laura Shadrick.