

Gordon State College Faculty Senate
Approved Meeting Minutes
February 22, 2016
Russell Hall 208 2:00 P.M.

Faculty Senate Members Present: Prof. Marlin Adams, Dr. Theresa Buchanan, Dr. Ric Calhoun, Prof. Bruce Capers, Prof. Beverly Eskridge, Dr. Brenda Johnson, Dr. Mark King, Prof. Rebecca Morgan, Dr. Andy Osborne, Dr. Jeff Rogers, Dr. Lynn Rumfelt, Dr. LaRonda Sanders-Senu, Dr. Richard Schmude, Dr. Wesley Venus, Prof. Mickie Weldon

Faculty Senate Members Absent: Dr. Michael Bender

Faculty Senate Non-Voting Members:

President Max Burns, Interim Provost & VPAA Jeffery Knighton

Call to Order:

Senator Jeffrey Rogers, Chair of the Faculty Senate

Suspension of the Rules:

Suspension of the rules to allow non-senators to speak.

Approval of Minutes: The minutes from the January 25, 2016 Faculty Senate Meeting were approved.

Committee Reports:

Academic Judicial Committee

Senator(s): Dr. Richard Schmude and Prof. Mickie Weldon
Chair: Dr. Amanda Duffus
Recorder: Prof. Anissa Howard
Meeting: No meeting.

Academic Policy Committee

Senator(s): Professor Marlin Adams
Chair: Dr. Bernie Anderson
Recorder: Dr. Lynn Rumfelt
Meeting: February 1, 2016
Report: Discussed "Policies and Procedures for Distance Education at Gordon State College". Discussion led to revision of Section VI. Discussed recommending the use of ETS Proficiency Profile for assessment testing. Voted to recommend the use of this assessment test. Approved proposals for four new courses (Business, Biology and Human Services) and proposals to alter: existing courses, Area F requirements, catalog descriptions, and baccalaureate programs. **(See proposals under New Business: Proposals for Consideration: Academic Policy Committee).**

AARRFA (Admissions, Advisement, Registration, Retention, and Financial Aid Committee)

Senator(s): Dr. LaRonda Sanders-Senu
Chair: Dr. Neil Boumpani
Recorder: Dr. LaRonda Sanders-Senu
Meeting: January 27, 2016

Report: Discussed a proposal by the Faculty Welfare Committee to lower the standardized testing requirement for two-year programs. Also discussed registration procedures, especially the impact of Degree Works on student selection of non-core classes.

Assessment Committee

Senator(s): Dr. Lynn Rumfelt

Chair: Dr. Lynn Rumfelt

Recorder: Dr. Brian Webb

Meeting: February 3 and February 17, 2016

Report: The committee met on Feb 3rd and Dr. Rumfelt notified the committee that she had presented the ETS proficiency profile exam to the APC committee on Feb 1st and that APC joined the Assessment Committee in recommending the profile exam for the use of student learning. Assessment subcommittees on Math and Biology met individually to continue completion of the BS program assessments.

The committee met on Feb 17th and approved minutes for Feb 3rd. We briefly discussed the ETS proficiency profile test for student learning assessment and our committee supports the efforts of the General Education Committee in the process of implementation of this student learning assessment tool. Assessment subcommittees on Math and Biology met individually to continue completion of the BS program assessments. Data for this work has been stored on the N drive under Faculty Senate folder for Academic Assessment.

Next committee meeting will be on March 2nd, 2PM in Russell 325.

Budget Advisory Committee

Senator(s): Dr. Ric Calhoun

Chair: Dr. Susan Finazzo

Recorder: Dr. Masoud Nourizadeh

Report: No meeting.

Faculty Development Committee

Senator(s): Dr. Mark King

Chair: Dr. Prathibha Joshi

Recorder: Dr. Rhonda Wilcox

Report: No meeting.

Faculty Welfare Committee

Senator(s): Dr. Michael Bender and Professor Bruce Capers

Chair: Dr. Phillip Jen

Recorder: Dr. Frank Winters

Report: No report. Senator absent.

General Education Committee

Senator(s): Dr. Theresa Buchanan

Chair: Dr. Theresa Stanley

Recorder: Dr. Masoud Nourizadeh

Meeting: February 8, 2016

Report: Discussed concerns related to the use of the ETS proficiency testing. Currently there is no future General Education committee meeting scheduled.

Gordon State College Statues Committee

Chair: Dr. Jeffrey Rogers
Chair-Elect: Dr. Andy Osborne
Recorder: Prof. Beverly Eskridge
Parliamentarian: Dr. Brenda Johnson
Meeting: February 8, 2016
Report: The results of that meeting appeared on the February 22, 2016 agenda.

Instructional Technology Committee

Senator(s): Dr. Wesley Venus
Chair: Dr. Melinda Hawley
Recorder: Dr. Erica Johnson
Meeting: January 26, 2016
Report: Discussed the possibility of recommending a work study student to assist Autumn Schaffer in her duties. Committee plans to investigate the requirements for such a recommendation (such as funding availability) and Schaffer's specific needs. Discussed a faculty technology survey to be distributed by the Consortium for Excellence in Teaching and Learning. Discussed subsidized internet options for students. Schaffer reminded the committee members of Teaching Matters. The conference is April 1-2, 2016 at Gordon State College. She mentioned that members could present on technology and teaching. Dr. Erica Johnson and Dr. Wesley Venus confirmed that they are submitting proposals for the conference.

Library Committee

Senator(s): Dr. Brenda Johnson
Chair: Dr. Cindy Casebeer
Recorder: Dr. Franklin Williamson
Meeting: February 11, 2016
Report: Met to discuss and rank order potential new names for the Hightower Library. Members voted for the "Dorothy W. Hightower Collaborative Learning Center & Library." It was noted that this selection was aligned with the top selection of the library staff and students who were polled.

Planning Committee

Senator(s): Dr. Andy Osborne
Chair: Dr. Adam Davis
Recorder: Dr. Becky Godlasky
Meeting: January 27, 2016
Report: The meeting was brief in nature as the committee had completed the task of writing individual reviews on each of the plans submitted by the Unit Heads. Chair Adam Davis informed the committee that a final report, compiled from each of the individual reviews, would be delivered to the appropriate cabinet members on February 1.

Old Business: None

New Business:

Proposals for Consideration: Academic Policy Committee

- a. [Memo from APC](#)
- b. [Alter ARTS 3000](#)

- c. [Proposal for Honors Section of BIOL 1108](#)
- d. [Honors BIOL 1108 Syllabus](#)
- e. [Proposal for New Course – BIOL 4700 \(Dev BIOL\)](#)
- f. [Sample Syllabus for BIOL 4700 \(Dev BIOL\)](#)
- g. [School Listing with Dev Bio Course](#)
- h. [Proposal for New Course – BIOL 4750 \(Virology\)](#)
- i. [Sample Syllabus for BIOL 4750 \(Virology\)](#)
- j. [Supporting Documentation for BIOL 4750 Course Proposal](#)
- k. [Alter HUSV 3001](#)
- l. [Proposal for New Course – HUSV 3341](#)
- m. [Syllabus for HUSV 3341](#)
- n. [Alter HUSV 4030](#)
- o. [Proposal for New Course – HUSV 4990](#)
- p. [Syllabus for HUSV 4990](#)
- q. [HUSV Degree Alteration Memo Spring 2016](#)
- r. [HUSV Alter a Baccalaureate Program](#)
- s. [Alter MGNT 3341](#)
- t. [Alter MGNT 3500](#)
- u. [Proposal for New Course – MGNT 4500](#)
- v. [Syllabus for MGNT 4500](#)
- w. [Proposal for New Course – MGNT 4990](#)
- x. [Syllabus for MGNT 4990](#)
- y. [MGNT Degree Alteration Memo Spring 2016](#)
- z. [MGNT Alter a Baccalaureate Program](#)
- aa. [PSYC Form to Alter Area F](#)
- bb. [New Course Proposal – SOCI 3090](#)
- cc. [Sample Syllabus for SOCI 3090](#)
- dd. [Alter EDUC 3500](#)
- ee. [Alter EDUC 3501](#)
- ff. [Alter EDUC 3502](#)
- hh. [Alter EDUC 4600](#)
- gg. [Alter EDUC 4901](#)
- gg. [Policies and Procedures for Distance Education](#)
- hh. [Memo: Proposed Catalogue Change: re. Revision of Embedded Course Eligibility](#)

Action taken: Like items were combined where possible. After discussion, all items were approved.

Statutes Committee

Proposals for Second Reading

1. [Faculty Handbook, Chapter 1-4](#)
2. [Proposal to Amend Statutes – Committees of the College](#)

Action taken: Clarification is needed on Section 2.2.1 concerning teaching loads because of nursing and science courses which involve faculty teaching labs. It was voted to table approving Chapter 1-4 of the Faculty Handbook until after checking the Board of Regents policy. The proposal to amend the statutes – committees of the college was approved.

Proposals for First Reading

1. [Proposal to Amend Statutes – Final Exams](#)
2. [Proposal to Amend Statutes – Promotion and Tenure](#)
3. [Faculty Handbook, Chapters 5-7](#)

Action taken: None, this was the first reading of these items.

Announcements:

Interim Provost and VPAA Jeffery Knighton: Dr. Knighton commended the senate for its dedication as shown by such long meetings. In the future, we will need to factor this into our meetings. He urged faculty to promote the outstanding tutors in the Student Success Center as we approach midterms. He noted that there continues to be a flurry of activity for SACS. Last minute edits are being done today. On March 1st the disks will be turned in. He mentioned that the Assessment Committee has revived the Comprehensive Program Review process which will help with compliance. He thanked everyone for their hard work. He noted that the Merling Trio will be performing tomorrow night. He stated that the Theatre Department's "Diary of Anne Frank" was outstanding.

President Max Burns: Dr. Burns stated that work is going well on the library and that there will be a grand opening on April 21, 2016 at 2:00 pm. The Foundation Day Dinner will be March 19, 2016. This year's goal is to raise \$25,000 over expenses. The price of tickets is \$100. Part of the ticket price is tax deductible. The proceeds go toward scholarships. He introduced his guest Lectra Lawhorne, Associate CIO and Assistant Vice President of Information Technology at Kennesaw State University. He mentioned that he will be spending more time in Atlanta working on our next capital project. He discussed the need for some kind of attendance policy at GSC. Faculty must notify the Registrar's Office when a student is no longer "actively engaged". Due to audits, one must know when a student stopped participating in a class and report it in order for the college to avoid being penalized. Since seventy percent of our students receive some form of federal financial aid, he stated that faculty help is needed to accurately report student's class participation. He stated that there will be a higher number of students suspended in the fall of 2016. Budget hearings will be held on March 2, 2016 at 2:00 pm in the Collaboration Room.

Adjournment: The meeting was adjourned at 3:00 pm. The next Faculty Senate Meeting will be on March 28, 2016.

Professor Beverly M. Eskridge, Secretary
Gordon State College Faculty Senate