Faculty Senate Approved Meeting Minutes
Gordon State College
November 1, 2017, 3:30PM
NAHS 117

Call to Order: Chair of the Faculty Senate Lynn Rumfelt

Faculty Senators present: James Awbrey (Business and Public Service), Kris Beck (History and Political Science), Henry Gore (Math and Computer Science), Wendy Martin (Associate of Science in Nursing), Erik McCarthy (Humanities), Jane-Marie McKinney (Business and Public Service), Andy Osborne (Biology and Physical Sciences), Caesar Perkowski (Humanities), Lynn Rumfelt (Biology and Physical Sciences), Jeff White (School of Education)

Faculty senators absent: Theresa Buchanan (Bachelor of Science in Nursing Dept and Health Information Management Dept), Melissa Harrison (Associate of Science in Nursing), Tony Pearson (Fine and Performing Arts Programs)

Non-Voting Members present: President Burns

Quorum was present

Suspension of the Rules: A motion was made by Senator Osborne and seconded to suspend the Bylaws to allow non-senators to speak. The motion was approved by a voice vote.

Approval of Minutes: October 4, 2017 Faculty Senate draft meeting minutes were approved by voice vote.

Committee Reports:

1. Academic Assessment Committee by Senator McCarthy – The Committee did not meet. There has been discussion of a meeting in November, but no date has been set.

2. Academic Judicial Committee by Senator Gore – The committee met on October 30th however quorum was not met so no official business was conducted. The students on the committee have received their training from VP Student Affairs Dr. Chamberlain on October 16, 2017. A new meeting will be set during Mon Wed meeting time before end of semester.

3. Academic Policy Committee by Senator Rickerson – The committee met on October 11th and submitted the work present on today’s agenda. Area B was discussed. The next meeting is scheduled for November 15th.


5. Budget Advisory Committee by Senator White - The committee did not meet.

6. Faculty Development Committee by Senator Perkowski – The next meeting will be on November 6, 2017.

7. Faculty Welfare Committee by Senator Klaus – The committee met on October 16, 2017 and reviewed changes to the Faculty handbook involving editing changes. All versions of the handbook available online are now up to date. Faculty Handbook Chapter 1 Section 1.2.1.2 returned to the committee by Faculty Senate on September 6th was discussed and revised. This work is on today’s agenda as first reading of Faculty Handbook statute change. The next meeting will be held on November 13, 2017.
8. **General Education Committee by Senator Awbrey** – The committee met on October 25th and discussed location of Fall ETS 2017 tests, administration of the test Spring 2018 - paper versus electronic means, the difference between the long form and short form for Capstone classes, potential for standard syllabus statement for COLQ courses regarding EPP Testing, EPP results from Fall 2016, investment for faculty and incentives for students to complete the test (to the best of their abilities), concerns regarding the uniformity of administering the exam (e.g., calculators)

9. **Gordon Statutes Committee by Senator Rumfelt** – The committee met on October 18, 2017 and the four proposed statute changes are on today’s Faculty Senate agenda.

10. **Instructional Technology & eLearning Committee by Senator Beck** – The committee will meet on November 13, and review Chapter 10 of the Faculty Handbook.

11. **Library Committee by Senator Martin** – The committee met on October 17, 2017 and discussed proposed course syllabus statement for library research and instruction, proposed changes to the Library Committee purpose, committee composition, and duties, Affordable Learning Georgia and Textbook Affordability conference November 10-12th in Atlanta, the library website and updating the platform and removing duplication, and the GSA student, Princess Clark will remain a member for Spring 2018.

12. **Planning Committee by Senator Rumfelt for Senator Pearson** – The committee has received the timeline from the Office of Institutional Research and will meet prior to the end of the semester to determine how to proceed.

**Unfinished Business:**

I. The first reading for statute change to the Chair description was completed Sept 6th. During discussion of the second reading on October 4th a proposed amendment was made by Senator Awbrey. Due to the length of time it would take, the statute change was postponed until the November 1st meeting and Senator Awbrey would send the chair the proposed amendment in writing.

a. **Appendix A Bylaws Article IV. Officers, Section 1. Officers, b) Chair**

   Amended version: Chair. The Chair of the Faculty Senate was elected by the Senate for the first term at the January 2002 meeting. The first Chair of the Faculty Senate served for a term of one-and-a-half years. Thereafter, the Chair shall serve for one year and shall be elected at the final meeting of the Faculty Senate for the academic year. The duties of the Chair of the Faculty Senate shall include:

   1. Presiding at Faculty Senate meetings at the request of the President.
   2. Collecting agenda items and coordinating with the President arrangements for meetings of the Senate.
   3. Scheduling the room and overseeing details for each meeting.
   4. Appointing and charging special or ad hoc committees.
   5. Conducting elections as specified in these bylaws.
   6. Writing a memo to the President of the recommendations approved by the Faculty Senate within one week of Senate approval (refer to Bylaws Article IX).
   7. Informing faculty and staff of the President's written recommendations of approved Faculty Senate work, according to the timeline specified in Bylaws Article IX.
Senator Awbrey made the motion to amend using the above written information and the motion was seconded. After discussion the amendment was voted upon and approved by voice vote. The motion to open discussion of the amended statute change for Chair was made by Senator Osborne and seconded. After discussion, the amended statute change to the description of the Chair was approved by voice vote and will be sent to President Burns for review.

New Business:

1. Statutes Committee Business

First reading of proposed statute amendments to Faculty Senate Bylaws Appendix A. According to the Gordon State College Statutes Chapter 6 Amending the Statutes, Section 6.3, the proposed statute amendments are read only, without discussion or questions, as a first reading, when presented at Faculty Senate meeting on November 1st. A first reading was completed for the proposed statute changes to the Appendix A bylaws and the Faculty handbook. The second reading of the proposed statute amendments is scheduled for the Faculty Senate meeting January 17, 2018.

A. Library Committee proposed change in Gordon State College Statutes Chapter 3.1.2 Standing Committees of the Faculty Senate and Gordon State College Statutes Appendix A Bylaws, Article VI, Section 2, Library Committee

B. Parliamentarian election proposed change in Appendix A Bylaws Article IV. Officers, Section 1. Officers, e) Parliamentarian

C. Agenda and minutes archiving proposed change in Appendix A Bylaws, Article VI. Committees, Section 1. d) Agenda and Minutes

D. Faculty Handbook Chapter 1 Section 1.2.1.2 proposed change from Faculty Welfare removing stipulation Lecturers can teach upper division courses only if a qualified tenured or tenure-track faculty is available.

2. Academic Policy Committee Business

   i. Course alteration

A. NURS 3093 Community Health Nursing
   Description altered to remove classroom to reflect online RN-BSN program

B. NURS 4093 Nursing Leadership and Management
   Description altered to remove classroom to reflect online RN-BSN program

A motion was made by Senator Osborne to join two course alterations NURS 3093 and NURS 4093. The motion was seconded and the Senators discussed the two courses as one.

After discussion, NURS 3093 and NURS 4093 were approved for course alterations, as written, by voice vote and these will be sent to President Burns for his review.
ii. Course elimination

A. BIOL 4800 Curriculum and Instruction in Science Education (3-0-3)  
   EDUC 4800 created to fill purpose of BIOL 4800 so course no longer needed

B. ENGL 4800 Curriculum and Methods in English Language Arts Education (3-0-3)  
   EDUC 4800 created to fill purpose of ENGL 4800 so course no longer needed

C. HIST 4800 Curriculum and Instruction in Social Studies Education (3-0-3)  
   EDUC 4800 created to fill purpose of HIST 4800 so course no longer needed

D. MATH 4800 Curriculum and Instruction in Mathematics Education (3-0-3)  
   EDUC 4800 created to fill purpose of MATH 4800 so course no longer needed

A motion was made by Senator Osborne to join four course eliminations for BIOL 4800, ENGL 4800, HIST 4800, MATH 4800. The motion was seconded and the Senators discussed the four courses as one.

After discussion, BIOL 4800, ENGL 4800, HIST 4800, MATH 4800 were approved for course elimination, as written, by voice vote and these will be sent to President Burns for his review.

i. New course

A. FYRE 1000 First Year Readiness and Engagement (2-0-2)  
   New course for all incoming first-time, full-time freshmen to stimulate student’s academics self efficacy, intellectual inquiry and problem-solving skills

A motion to open discussion of new course proposal FYRE 1000 was made by Senator Osborne and seconded. The Chair requested guest Dr. Raynie inform the Senators about the new course. After discussion, the new course proposal for FYRE 1000 was approved by voice vote, as written, and will be sent to President Burns for his review.

B. FVSU 0100 Introduction to FSVU (1-0-1)  
   New course for students enrolled in FSVU Gordon Access Program to help students understand history, policies, and services at Fort Valley State University

A motion to open discussion of new course proposal FVSU 0100 was made by Senator Osborne and seconded. The Chair requested guest Dr. Raynie inform the Senators about the new course. After discussion, the new course proposal for FVSU 0100 was approved by voice vote, as written, and will be sent to President Burns for his review.

3. Other Business
A. The Faculty Senate will host an AAUP presentation by two AAUP representatives at a date to be determined during AY 2017-2018. This presentation is open to all interested faculty and will be advertised well in advance.

B. Correction to dates of AY 2017-2018 Executive Board meeting schedule due to inadvertent omission of November 15th date.

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Announcements:

President Burns – Discussed 12th bachelor degree: BA Interdisciplinary Studies approved by the BOR in October; Highlander registration by some students not checking out and thinking they are enrolled in their selected courses; students have holds due to lack of completion of Haven and Alcohol edu training online and should be encouraged to complete this training so they may self-register.

Adjournment: A motion to adjourn at 4:34 PM was made and seconded and approved by voice vote.

Recorded by Faculty Senate Chair Rumfelt