Faculty Senate Meeting
Approved Minutes
Gordon State College
Monday, April 17, 2017
NAHS 117 at 3:30 P.M.

Call to Order
Senator Osborne, Chair of the Faculty Senate, called the meeting to order at 3:34 P.M.

Members Present:
Dr. James Awbrey, Dr. Kris Beck, President Max Burns, Dr. Ric Calhoun, Dr. Mark King, VPAA and Provost Jeff Knighton, Professor Rebecca Morgan, Dr. Andy Osborne, Professor Tony Pearson, Dr. Steve Raynie, Dr. Lynn Rumfelt, Dr. LaRonda Sanders-Senu, Professor Mickie Weldon, Professor Jeff White, Dr. Frank Winters

Members Absent:
Dr. Mike Bender, Dr. Theresa Buchannan, Professor Beverly Eskridge

Quorum met? Yes/No
The Faculty Senate had a quorum.

Suspension of the Rules
Senator King made a motion to allow non-senators to speak. The motion carried.

Approval of Minutes from March 20, 2017 Meeting
Senator Calhoun made a motion to accept the minutes from the meeting on March 20, 2017. The motion carried.
Committee Reports

Academic Assessment

A. The Academic Assessment Committee met April 12 @ 3:30. The committee discussed the data acquired and what is still needed for CPR. Professor Betkowski suggested changes for next year on reporting the CPR. During the final meeting on May 3, the committee will approve the CPR reports for both History and English.

B. Academic Assessment Committee Annual Report

The Academic Assessment Committee had three primary tasks on its agenda this academic year. First, modifying, revising, and updating the existing Comprehensive Program Review (CPR) handbook to meet the new criteria and methods mandated by the Georgia Board of Regents. Second, using the updated handbook, conduct a CPR on the History and History with a Teaching Certificate bachelor’s programs. Third, using the updated handbook, conduct a CPR on the English, English with a Teaching Certificate, and English-Communications pathway bachelor’s programs. Currently, the handbook revisions and updates are mostly complete. With the help of Institutional Research, the committee has met the standards laid out by the Georgia BOR. A final vote of approval is needed. This vote should occur and is likely to pass at a meeting scheduled for May 3rd at 3:30pm. The two CPRs (History and English and the subsequent programs) are nearing completion. They will be submitted to the fully Assessment Committee by April 26th for review and approval at a meeting scheduled for May 3rd at 3:30pm. Thus, the Assessment Committee will complete its major agenda items at its final meeting of the year. The CPR documents will be sent to pertinent department chairs, deans, the provost, and president following the May 3rd meeting.

Academic Judicial

A. The committee has not met since the last Faculty Senate Meeting.

B. Academic Judicial Annual Report

The Academic Judicial Committee faculty members: Professor Beverly Eskridge, Dr. Theresa Buchanan, Dr. Amanda Duffus, Dr. Kalisha Smith, Dr. Erica Johnson, Dr. Mark King, Professor Susan Byars, Dr. Neil Boumpani, Professor Ally Hatterman and Professor Wendy Martin

Students: Amelia Daniel, Zach Findley, Kiley Harris, Chaisty Joiner, Angbeen Nawaid, Brenisha Nunn, Delanie Richardson, Shavada Williams
Dr. Amanda Duffus was elected as chair person. Dr. Erica Johnson was elected as recorder.

Training for the committee members was provided in October 2016.

**Academic Policy**

A. The academic policy committee met on March 29, 2017 in Russell 325 at 3:30PM. The committee approved the following:

*New program and course proposals:*

- AA program in Communications
- AA program in Spanish
- EDUC 4800 Curriculum and Instruction in Education
- COMM 2100 (mass communications)
- COMM 2200 (intercultural communications)
- COLQ 2910 Humanities Capstone (with a need to be approved by general ed committee later)
- BIOL 2100 (science communications)

*Course alterations and program changes:*

- POLS 2201 was removed as a requirement for a BS in human services (and made recommended). The requirement was changed to HUSV/MGNT 3341 Applied statistics if a student has not taken MATH 2101
- Placement testing is not required for students with both a high high school GPA and SAT or ACT scores, since the English Placement Index and Math Placement Index can be calculated without further testing.
- The early childhood programs will be renamed elementary programs.

*Memos and announcements:*

- A memo from Dr. Finazzo asking for support of future BA degrees
- Dr. Knighton noted that we needed to start discussions of Area B in the Fall and acknowledged Dr. Beck’s work as chair.

B. Academic Policy Committee Annual Report

*At the October 3rd meeting:*

The following items were approved:

- An official policy on double majors
- Associate of Arts programs in Art, Music, Theatre and Sociology
- Associate of Science Programs in Business Administration, Chemistry, Computer Science, Criminal Justice, And Information Technology
- A new course proposal for Quantitative Chemical Analysis
At the November 7th Meeting:

The following items were approved:

- Program proposals for Associate of Science in Chemistry and Associates of Art, Theatre, and Music were re-approved after corrections were made to the original proposal forms
- Program proposal for and Associate of Science in Engineering Science
- New creative writing course proposals for the English BA program in fiction, nonfiction, poetry and script writing.

At the February 6th meeting:

The following items were approved:

- Program proposal in AA in Psychology
- BSMA form to alter a BA program revised
- A proposal to Alter BA in English for Area C, removing an artificial barrier for registration into upper level English courses for non-majors who opt to take philosophy for Area C.
- Alterations in MUSC 2510 and 2511 (Removed MUSC 1101 and 1201 as prerequisites)

The following item was tabled:

- HUSV form to alter a BA program

The following presentation was given:

- Dr. Steve Raynie gave a presentation on Gordon PLUS

At the March 29 meeting:

The following items were approved:

- AA programs in Communications and Spanish
- New courses: EDUC 4800 (Curriculum and Instruction in Education), COMM 2100 (Mass communications) and 2200 (intercultural communications), COLQ 2910 (Humanities Capstone), BIOL 2100 (Science Communications)
- Alterations to the BS in Human Services (removed POLS 2201 as requirement—HUSV/MGNT 3341 made required for those who did not have MATH 2101
- Removed placement testing for students with high school GPA and SAT or ACT scores
- Early Childhood programs were renamed Elementary Programs
- Course alterations were made to LART 4800
Memos and announcements:

- A memo from Dr. Finazzo was read that asked for support of future BA degrees
  - Dr. Knighton both asked for the committee to think about the role of Area B in the fall and acknowledged Dr. Beck’s work as chair.

AARRFA

A. The committee has not met since the last Faculty Senate Meeting.

B. AARRFA Annual Report

Members of the Committee
Pam Terry (Business and Public Service), Bruce Capers (School of Education), Peter Higgins (Director of Student Success), Adria Goldman - Chair (Humanities), Kathy Davis (School of Nursing and Health Sciences), Henry Gore (Math and Computer Science), Jody DeFore (Interim Director of Financial Aid), Mark Brinkman (Biology and Physical Sciences), Jeremy Richards - Recorder (History & Political Science), Steve Raynie (Director of Learning Support), Janet Barras (Registrar), Nathan Bell (Interim Director of Admissions), Frank Winters (Faculty Senate Rep).

Meetings

The committee met on August 31, 2016 and elected Adria Goldman chair of the committee and Jeremy Richards as recorder.

The committee met on September 21, 2016 and committee members provided feedback from their departments to the administration with regard to the Major-Advising Pathway Change Policy.

There were no further meetings for this academic year.

Budget Advisory

A. The committee has not met since the last Faculty Senate Meeting.

B. Budget Advisory Annual Report

The 2016-2017 Gordon State College Budget Advisory Committee was composed of the following individuals: Dr. Susan Finazzo, Dr. Michael Mahan, Dr. Anne Purvis, Dr. Masoud Nourizadeh, Dr. Jeremy Richards, Dr. Charles Bobo, Dr. Mark King, Ms. Kristen Albright, Dr. Sonya Gaither, and Ms Melissa Harrison. Dr. King was the Faculty Senate Representative. Dr. King was elected Chair; Dr. Richards was elected Recorder.
The Budget Advisory Committee met three times over the academic year: September 12, 2016; February 17, 2017; and February 24, 2017. The February 24 meeting failed to reach a quorum.

In the fall semester, the committee concentrated on its proposed merger with the Planning Committee. The motion calling for that merger failed to pass the Faculty Senate, the motion was put on the table and never removed.

In the Spring semester, the committee forwarded a list of budget priorities to President Burns and the Executive Committee. Facing limited economic resources and a list of requests that outstripped available resources, the committee adopted a philosophy of “students first” when faced with difficult budget decisions.

**Faculty Development**

A. The Faculty Development Committee met on April 12, 2017 (rescheduled from the initial April 5th planned meeting due to weather closure of Gordon State). We evaluated the Spring Semester proposals and were able to award all available funds.

B. Faculty Development Annual Report

The Chair of the FDC was Dr. Prathibha Joshi and the Recorder was Dr. Michael Bender.

The following are the list of the Committee Members: Dr. Bernard Anderson, Dr. Kris Beck, Dr. Michael Bender (recorder), Dr. Kimberly White-Fredette, Dr. Gregory Hartman, Dr. Prathibha Joshi (Chair), Dr. JoAnne Murray-Nobles, and Dr. Rhonda Wilcox.

$14,400 was budgeted for the FDC committee for the academic year 2016-2017 from the business account and Cy Neuner Fund. For fall 2016, the Committee was pleased to report that

$3,672.75.09 was allocated to 6 grant proposals. Four proposals were requested to resubmit in spring with additional documentation. In the spring 2017, $10,727.25 was allocated to 13 grant proposals and two proposals were denied. In summary, the FDC used almost all of the $14,400 in funds for faculty development in the 2016-2017 academic year.

Two new procedures were introduced this year and are posted on the FDC website.  
1) If an applicant is requesting funds for multiple conferences, then separate proposals should be submitted for each conference.  
2) Documentation of presenter status (rather than attendee) and affiliation with Gordon State College will be required in the future, although presentation is not required to be considered for an award.
The FDC website was updated to include the dates for the fall and the spring submission deadlines. All the forms of the faculty development grant are now electronic and can be accessed on the website.

Faculty Welfare

A. The committee has not met since the last Faculty Senate Meeting.

B. Faculty Welfare Annual Report

Faculty Senate Representatives: Prof. Jeff White, Education Dr. Steve Raynie. Humanities

Committee Members:

Department of Biology and Physical Sciences: Dr. Michael Bender
Department of Business and Public Service: Dr. Brenda Johnson
Department of History and Political Science: Dr. Frank Winters.
Recorder Department of Humanities: Dr. Stephen Powers, Chair

Department of Math and Computer Science: Dr. Marwan Zabdawi

Programs in Fine and Performing Arts: Dr. Neil Boumpani

School of Education: None

School of Nursing and Health Sciences: Prof. Christy Skinner

Library: Prof. Beverly Eskridge

The Faculty Welfare Committee met five times during fall semester of 2016. Meeting dates were August 29, September 12 (quorum not met), October 5, November 2, and December 7. The committee met twice during spring semester of 2017, on February 1 and March 1.

The Committee submitted to the Faculty Senate proposed changes to Chapters 1, 7, 8, and 9, in addition to Appendices C, E, 1, and J, of the Faculty Handbook.

The Committee also approved a resolution to amend statutes 2.2.1 submitted by a faculty member.

General Education

A. The committee has not met since the last Faculty Senate Meeting.
GSC Statutes
A. The committee has not met since the last Faculty Senate Meeting.

B. GSC Statutes Annual Report

For Academic Year 2016, the Statutes Committee convened four times:

1. October 3, 2016
   The Statutes Committee approved a proposal from the Planning Committee to join the Planning and Budget Advisory Committees.

   The Faculty Senate voted to table this proposal at the November 20, 2016 meeting. The proposal was never revisited, so the proposal died as of January 23, 2017. There has been no interest to revisit this proposal.

2. November 7, 2016
   The Statutes Committee convened to discuss archival of Senate Documents on the network N drive

3. January 9, 2017
   The Statutes Committee approved a proposal from the Faculty Welfare Committee to make changes to the Faculty teaching workload.

   The proposal was passed by the Faculty Senate at the February 20, 2017 meeting.

4. March 6, 2017
   The Statutes Committee approved four proposals from the Faculty Welfare Committee to make changes to the Faculty Handbook. The proposals were: 1. Appendices, 2. Chapter 1, 3. Chapter 7, 4. Chapter 8 and 9.

   The proposals were passed by the Faculty Senate at the April 17, 2017 meeting.

Instructional Technology and eLearning
A. The committee has not met since the last Faculty Senate Meeting.

Library
A. The committee has not met since the last Faculty Senate Meeting.

B. Library Annual Report

   Committee Members:
The Library Committee met four times during this academic year 2016-2017. The Library Committee met September 6th, September 21st, October 31, and February 8th.

This academic year, the committee members reviewed/discussed the budget, library usage statistics, Alma transition, faculty communication with library staff about assignments/projects used in their courses, and the SACSCOC initial report and focus report pertaining to the library. Dr. Gaither launched an electronic news letter to disseminate information to the faculty about the library. The library staff will be launching the new Alma cataloging software and Primo search software that will be integrated with existing GILFind and the new software will go live May 26, 2017.

The committee also reviewed the progression/completion of the annual goals for the Library: 1) revise/update policies and procedures, 2) revise and update webpage, 3) revamp library instruction program, and 4) review/increase assessment program). The annual goals 1 and 2 were reported as being completed and 3 and 4 were ongoing or progressing. The library committee members also discussed creating a paragraph summarizing library resources for faculty to include in their syllabus.

The recommendations for next academic year are to: 1) continue to develop a paragraph summarizing library resources for faculty to include in their syllabus, 2) continue to review/increase assessment program, 3) improve and encourage faculty/student input and communication from representatives, 4), and continue to work on the revamping of the library instruction program.

Planning
A. The committee has not met since the last Faculty Senate Meeting.

New Business
1. Elections
A. Senator Lynn Rumfelt nominated herself for the position of GSC Faculty Senate Chair for the 2017-2018 academic year. The motion carried.

B. Senator Rumfelt nominated Senator Tony Pearson for the position of GSC Faculty
Senate Chair-Elect for the 2017-2018 academic year. The motion carried.

C. Senator Rumfelt nominated Senator Theresa Buchanan for the position of GSC Faculty Senate Secretary for the 2017-2018 academic year. The motion carried.

D. Senator Rumfelt nominated Senator James Awbrey for the position of GSC Faculty Senate Parliamentarian for the 2017-2018 academic year. The motion carried.

E. Dr. Jeremy Richards was elected GSC Representative to the USG Faculty Council

2. Faculty Welfare Committee

A. Senator White made a motion to accept the changes to the Appendices of the GSC Faculty Handbook. The motion carried.

B. Senator Rumfelt made a motion to accept the changes to the GSC Faculty Handbook Chapter 1. The motion carried.

C. Senator Rumfelt made a motion to accept the changes to the GSC Faculty Handbook Chapters 8 and 9. The motion carried.

D. Senator Rumfelt made a notion to accept the changes to the GSC Faculty Handbook Chapter 7. The motion carried.

3. Academic Policy Committee

A. The New Course Proposal for EDUC 4800 carried.

B. Senator Rumfelt made a motion to accept the Proposal to Alter the Baccalaureate Program for The Bachelor of Science Degree in Human Services. The motion carried.

C. Senator Rumfelt made a motion to accept the Proposal of a New Degree Program: Associate of Arts in Mass Communication. The motion carried.

D. Senator Rumfelt made a motion to accept the Proposal of a New Degree Program: Associate of Arts in Spanish. The motion carried.

E. Senator Rumfelt made a motion to accept the proposal to Alter a Course: English 0989. The motion carried.
F. Senator Calhoun made a motion to accept the Proposal to Alter a Course: English 0999. The motion carried.

G. Senator Raynie made a motion to combine the New Course Proposal for COMM 2100 and the New Course Proposal for COMM 2200. The motion carried. Both proposals for COMM 2100 and COMM 2200 were accepted.

H. Senator Pearson made a motion to accept the New Course Proposal for COLQ 2910: Humanities Capstone Colloquium. The motion carried.

I. Senator Rumfelt made a motion to accept the New Course Proposal for BIOL 2100: Science Communication. The motion carried.

J. Senator Rumfelt made a motion to accept the Proposal for a Double-Major Policy. The motion carried.

Acknowledgements
The GSC Faculty Senate would like to acknowledge the work of the Academic Policy Committee.

Remarks
VPAA and Provost Jeff Knighton made remarks.

Adjournment
Senator King made a motion to adjourn the meeting. The motion carried. The meeting was adjourned by Chair Osborne at 4:31 P.M.

Minutes recorded by Senator LaRonda Sanders-Senu