FACULTY SENATE

Est. 1991

Eric Howington	Debbie Paine	Crystal Randolph	Dee Ott	Brian Ring
President	**Vice President/ President Elect**	**Secretary**	**Parliamentarian**	**Past President**

Minutes
August 23, 2018, 3:30 pm
University Center Magnolia Room

Items in **bold print** are items that require action by the Faculty Senate. Other items are for information only.

Special Request: At the request of the Senate's Executive Committee, any actions sent to the President for possible inclusion in the Senate agenda should be accompanied by a written document with the rationale and purpose of the decision. The Executive Committee requests that these documents be submitted via email as Word .doc attachments.

For the benefit of record keeping, we ask that senators and visitors please identify themselves when speaking to an issue during the meeting. Please use the microphones to assist with accurate recording. All senators must sign the roster in order to be counted present. If you have a senator's proxy, please place their name tag beside your name tag on the table in front of you.

1. Call to Order – Eric Howington
   The meeting was called to order at 3:37 pm.

2. Reading of proxies obtained prior to the meeting; Request additional proxies for those not given from Senators in attendance – Crystal Randolph.

   Note: Please send an email to Crystal Randolph (crandolph@valdosta.edu) regarding proxies a minimum of one (1) week prior to the scheduled Faculty Senate meeting or as soon as possible if an unexpected absence needs to occur.

3. **Approval of the minutes of the April 19, 2018 meeting of the Faculty Senate.**
   http://www.valdosta.edu/administration/faculty-senate/minutes.php (See link here for minutes for all faculty senate meetings).
   The minutes was approved by the majority with 3 abstentions. A modification to change Powell Hall to Pound Hall was approved.

4. VSU President, Dr. Richard Carvajal: VSU Updates
   Dr. Carvajal was unable to attend. Provost Smith gave updates. Faculty searches for a dean for the College of Science and Mathematics and a director for the STEAM Center has been initiated. A workload taskforce is being formed to analyze the workload across the colleges

at the university and is anticipated to be completed by the end of the academic year. The faculty and staff salary study has begun and the faculty portion is anticipated to be completed by the end of the fall semester. The strategic plan for the university was adopted last academic year and will be continuously enforced and implemented. The summer compensation is anticipated to be completed by the summer semester. The committee has drafted a plan but needs to continue to research unanswered questions.

USG Executive Vice Chancellor for Academic Affairs, Dr.Tristen Denley updated the faculty senate with an overview of the information presented to the University earlier in the day. He explained the Momentum Year initiative for all USG institutions. This initiative looks at how success in math and English are critical to future success in college. Another factors involved in the Momentum Year consider the mindset of learners, their environment of the university. The Chancellor's office is creating a scholar academy with 4 representatives from each university. Those faculty members will lead the first Faculty Learning Community. The College 2025 report was released last week and is available on the USG web page: usg.edu/college2025. The first new degree in Georgia since the Associate Degree has been approved. The Nexus Degree was approved in February 2018. This 60 hour degree is to assist students who need additional training or adding on specific learning for a job. Three universities in the system have already had a Nexus degree program approved.

One question asked of the Provost was the pay for faculty when they teach an overload.

Currently, they are being paid at the adjunct rate. The provost stated that he would look at this, but at this time it is a matter of having the money to fund the positions.
As of the meeting date, VSU was 7 students down from last year; however, the retention rate is still down.

<u>Welcome</u> Newly Elected or Returning Senators:
Evelyn Davis-Walker – College of the Arts
Joe Mason – College of the Arts
Mark McQuade – College of the Arts
Matt Roehrich – College of the Arts
Ryan Smith – College of the Arts
Ligia Focsan – College of Science and Mathematics
Linda de la Garza – College of Science and Mathematics
Peggy Moch – College of Science and Mathematics
Jose Velez – College of Science and Mathematics
Can Denizman – College of Science and Mathematics
Beatriz Potter – College of Humanities and Social Sciences
Attila Cseh – College of Business Administration
James Archibald – College of Education & Human Services
E-Ling Hsiao – College of Education & Human Services
Steven Kohn – College of Education & Human Services
Hanae Kanno – College of Education & Human Services
Charles Talor – College of Education & Human Services
Kwanza Thomas – College of Nursing & Health Sciences
Jamil Davis – College of Nursing & Health Sciences

The faculty executive will check to ensure all members are duly noted. Names that should be checked include Corey Anderson, Jessie Cook, and Brian Sowa.

5. Welcome COSA Chair, Sterlin Sanders, ssanders@valdosta.edu to Senate and encourage Standing Committee chairs to contact him regarding getting COSA representatives to serve on Standing Committees.

   Pepper Croft attended to represent COSA in Sterling's absence. She welcomed the faculty senate to participate with COSA endeavors during this school year.

6. Introduce 2018-2019 SGA President, Jacob Bell, jacobell@valdosta.edu to Senate and encourage Standing Committees and Institutional Planning chairs to contact him regarding getting SGA representatives to serve on the various committees.

   Jacob greeted the faculty senators and brought greetings from the SGA. He and the full SGA look forward to working with the senate this year.

7. Old & Unfinished Business
   a. Statutory Committee Reports
      i. Academic Committee – Sheri Gravett
      ii. Committee on Committees – Catherine Bowers
      iii. Faculty Affairs – James Archibald
      iv. Faculty Grievance Committee – Deborah Davis
      v. Institutional Planning Committee – Mitch Lockhart

      The committee chairs were introduced.

   b. Meeting minutes from the various committees should be sent to FS Secretary (Crystal Randolph (crandolph@valdosta.edu)) to be uploaded to the Faculty Senate website **AND** to the library (archives@valdosta.edu) with "Archives Faculty Senate Papers" in the subject line. Minutes from 2013-2014 and 2014-2015 meetings from the various committees should be sent so these documents can be archived properly. Please label minutes documents as shown in the following examples:
      i. Technology_Minutes_04-29-2015
      ii. Academic_Honors_and_Scholarship_Minutes_08-28-2015
      Thank you for your assistance in getting and keeping our records up to date. ☺

   c. Faculty Affairs Committee: Continue review of University Tenure & Promotion Committee revisions remanded to FA in April 2018.

      Restated for FAC to continue work on held over T/P revisions.

8. New Business
   a. Standing Committee Reports:
      i. Academic Honors & Scholarships – Blaine Brown
      ii. Academic Scheduling & Procedures – Jennifer Branscome
      iii. Athletic Committee – Napoleon Bamfo
      iv. Diversity and Equity Committee – Anurag Dasgupta
      v. Educational Policies – Kelly Davidson Devall

<ol start="6" style="list-style-type: lower-roman">
<u>Environmental Issues</u> – Donald Thieme
<u>Faculty Scholarship</u> – Luis Gonzalez
<u>Internationalization and Globalization Committee</u> – Cindy Tori
<u>Library Affairs</u> – Mary Block
<u>Student Affairs</u> – Jamie Workman
<u>Technology Committee</u> – Attila Cseh

The committee chairs were introduced.

b. Concerns about technology issues and needs across campus brought forward by Gary Hackbarth. See Attachment A. Remand to Technology Committee.

Memo regarding technology issues and needs was remanded to Technology Committee.

9. <u>General Discussion</u>
   a. Comments on Senate operations – Eric Howington

   Faculty senate president-elect, Debbie Paine welcomed the new senators and packets containing information about the Faculty Senate procedures were distributed to all senators. Eric Howington, faculty senate president greeted senators and gave updates regarding procedures for each committee and briefly discussed information found in the packets distributed to senators. Eric encouraged all committees to set a meeting over the next month to review by-laws and provide appropriate documentation so all committee members are receiving credit for the service they are providing.

   Cindi Tori thanked Traci and the human resource administrators for streamlining the hiring process for graduate assistants and tutors.

   James Archibald queried how long special guests would be given to address faculty senate. Eric Howington responded that special guests are told they have 15 minutes to address the faculty senate and then question and answer afterward.

10. <u>Adjournment</u>

    Meeting was adjourned at 4:34 pm.

Attachment A

Colleagues,
There are a number of Technology Topics/Issues relevant to the Technology Committee important enough to address in future meetings. My intent is to suggest some broad areas of interest that impact all VSU faculty and include a brief discussion of the problems and propose possible solutions to start a discussion. Clearly there is some overlap. Ideally, our committee would look deeper into these issues and propose faculty and administration policies that standardize policies across the campus.

1. Online Teaching
   a. Cheating in the online environment.
      i. Students have the ability to use technology to cheat. For instance, cell phone cameras can be used to take pictures of tests and assignments. In fact, exams can be videotaped in real time or in just a few short seconds and shared later or in real-time.
      ii. We are not sure who is taking a test or quiz in the online environment.
      iii. Students can also be taking exams together and we would not know it.
      iv. It must be assumed that students in online courses are using their textbooks and other line materials as opposed to students taking an exam in a controlled classroom. If you have two sections as an instructor, one online and one in class, the testing environment is different.
      v. Possible solution is to require 30% of grade be determined in a ProctorU environment.
   b. Cost of Proctored Examinations
      i. There is a cost to having and staffing campus testing centers.
      ii. While ProctorU is an alternative to in class exams or testing centers it does come with a student financial cost. ProctorU exams, if scheduled in advance, are relatively inexpensive. However, as students delay in scheduling an exam, the cost goes up and can become prohibitive.
      iii. The additional fees charged to online students with gradually disappear over the next three years making online and in class courses cost the same. This has had a negative impact on the budget. However, given that students are not traveling to class or do not have other expenses related to in class classes, the relative cost of ProctorU should not be a factor.
2. Students with Disabilities Access to Course Materials (online and in class)
   a. Legal Requirements
      i. Students with disabilities are required to have to course materials available the first day of class.
      ii. Videos and websites should have text alternatives as well as other accommodations.
      iii. There are resources on campus to accommodate students with disabilities but they are limited and require advance notification.

      iv. Some classes use course materials that are updated in real time. This places faculty in an awkward position to create materials in real time.

      v. Faculty are not aware of current legal requirements in dealing with students with disabilities.

      vi. Faculty are unaware of ways to create classes that create materials that address students with disabilities but also better serve the standards classroom environment.

      vii. Technology exists to resolve or better serve our students but faculty are unaware such technology exists or are not consulted on what technologies might best suit our needs.

      viii. Faculty are not involved in technology software or hardware selections.

      ix. Solution would be for IT to engage with the technology on a regular basis with updates about software and software purchases.

3. Academic Freedom
   a. Faculty believe they have the unfettered ability to choose how to run and teach their classroom. However, choices of software and hardware by others limits this freedom. IT security and freedom of access can be limiting factors to what can or should be done in the classroom.
   b. Faculty who ignore testing security place other faculty in an awkward position. Students will elect courses viewed as easier and cheaper based on how an individual faculty member tests rather than what is best for a student's life or future career.
   c. Faculty send wrong message to students if they do not adhere to strong IT access policies.
   d. Industry is increasingly using testing centers for certifications and professional advancements.
   e. Faculty can no longer plead ignorance to the impact of technology on teaching.
   f. University wide procedures and expectations for online learning should be established such as requiring all online courses to grade 30% within ProctorU environment.

4. Technology upgrades
   a. Much of the campus is still using Windows 7 vice Windows 10. Windows 10 was introduced in July of 2015. Windows 7 is no longer being sold or supported, except under limited circumstances, by Microsoft.
   b. Faculty hardware, particularly in the online teaching environment, is dated.
   c. Computer lab hardware is past warranty or approaching end of support dates in some cases.
   d. IT classrooms are being created based on perceptions of need and are not being used to full potential.
   e. Faculty are not being trained or made aware of technology decisions.

5. Faculty Software
   a. Faculty are using registered but self-purchased software to better serve their interests and students wellbeing.

b. IT has a policy of not allowing personal software yet faculty continue to use because it is needed for research, classroom activities, or just works better than the software provided. For instance, Dropbox works much better than the equivalent Microsoft OneDrive.
c. Disconnect between IT Policies and real-world.
6. Software Approval Cycle
a. There is a long approval cycle to put software like TaxAct software in Accounting classes. We need a faster response time and improved procedures to approve and install software.

Date: 8-23-18

Faculty Senate Attendance: Please **initial** to the **right** of **your name**. If you are a proxy for someone, write **proxy** to the **right** of **their name**.

College of the Arts	Initials
Tommy Crane	XX
Jacque Wheeler	XX
Tamara Hardesty	XX
Jesse Cook	
Evelyn Davis-Walker	XX
Joe Mason	XX
Mark McQuade	XX
Matt Roehrich	
Ryan Smith	XX
Sarah Arnett	XX
College of Business Administration	**Initials**
Luis Gonzalez	XX
Eric Howington	XX
Cindi Tori	XX
S. Andrew "Andy" Ostapski	XX
Gary Futrell	XX
Attila Cseh	XX
College of Education & Human Services	
Lucia Lu	XX
Jennifer Beal	XX
Crystal Randolph	XX
Debbie Paine	XX
Blaine Browne	XX
Diane Wright	
Jennifer Branscome	XX
Alicja Rieger	XX
Jamie Workman	XX
James Archibald	XX
E-Ling Hsiao	XX
Steven Kohn	XX
Hanae Kanno	XX
Charles Talor	XX

Date: 8-23-18

Faculty Senate Attendance: Please **initial** to the **right** of **your name**. If you are a proxy for someone, write **proxy** to the **right** of **their name**.

College of the Humanities and Social Sciences	Initials
Babacar Mboup	
Kelly Davidson Devall	
Deborah Hall	
Roger McIntyre	XX
Gabrielle Stellmacher	XX
Kendric Coleman	XX
Neena Banerjee	
Bobbie Ticknor	XX
Daniel Baracskay	XX
Marc G. Pufong	XX
Beatriz Potter	
Mary Block	XX
Brian K. R. Nelson	XX
College of Nursing and Health Sciences	**Initials**
Kwanza Thomas	XX
Dee Ott	XX
Heidi Gonzalez	proxy
Jamil Davis	proxy
College of Science and Mathematics	
Napolean Bamfo	XX
Mitch Lockhart	XX
Donald Thieme	XX
Anurag Dasgupta	proxy
Ligia Focsan	XX
Linda de la Garza	XX
Peggy Moch	proxy
Jose Velez	XX
Can Denizman	XX
Chunlei Liu	XX
Corey Anderson	XX
Odum Library	
Catherine Bowers	XX
Deborah Davis	XX

Faculty Senate Attendance: Please **initial** to the **right** of **your name**. If you are a proxy for someone, write **proxy** to the **right** of **their name**.

Retirees Association Represenative	Initials
David Boyd	

Council on Staff Affairs (non-voting)	Initials
Sterlin Sanders	XX

Student Senators (non-voting)	Initials
Jacob Bell	XX

Visitors (please print your name)	Initials
Gary Miller	XX
Dwayne Trouille	XX
Ike Barton	XX
Chatari Humphrey	XX
Amaka Nwoko	XX
Brett Hietala	XX
Noah Valentine	XX
Luke Ellison	XX
Frank Sanabria	XX
Susan Lang	XX
Jenna Boersome	XX
Amy Wapres	XX
Aaron Lash, Jr.	XX
Shamieve Banks	XX