

FACULTY SENATE

Est. 1991

Debbie Paine
President

Kelly Davidson
Vice President/
President Elect

Bobbie Ticknor
Secretary

Dee Ott
Parliamentarian

Eric Howington
Past President

Faculty Senate Meeting Minutes November 21, 2019, 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 (fsec@valdosta.edu), any actions sent to the President (dgpaine@valdosta.edu) 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 a Word.doc attachment(s).

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 – Debbie Paine

The meeting was called to order at 3:32 p.m.

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

Note: Please send an email to Bobbie Ticknor (bbticknor@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 October 17, 2019 meeting of the Faculty Senate.

<http://www.valdosta.edu/administration/faculty-senate/minutes.php> (See link here for minutes for all faculty senate meetings). – Dee Ott

The minutes were approved.

4. Updates from President's Office: Dr. Carvajal and/or Dr. Smith

Dr. Carvajal

The launch of the legislation session is on January 13, 2020. The budget will be presented at that time. He has been spending time with the South Georgia delegation to tour campus and allow them to get better acquainted with VSU. There are two budget types items to discuss:

- a. **Operating Budget:** Tax revenues in Georgia are not trending well. The governor has asked for reductions across much of the state. Higher education was not included at the time it was requested by the governor. There will be a six-percent reduction required this year. This is being watched by the University system. There is a 50/50 chance this will also be asked of higher education institutions. If so, this would result in a \$3M shortfall for VSU.
- b. **Capital Budget:** VSU has requested \$13M over three years from the state to build the new Performing Arts Center at Ashley Cinemas. The first year requested is for the design of the new facility.

Enrollment is up .05%. VSU is one of seven institutions that saw an increase out of the 26 in the USG system. Dr. Carvajal recognized faculty for their continued efforts in this area. VSU saw the biggest gains in graduate education and retention. Freshman enrollment is down. The recruitment focus is now including non-traditional learners.

The VSU Police Department was honored on November 21, 2019 for successfully obtaining accreditation. They are the fifth campus police department to earn the accreditation in the USG system.

There are several upcoming events:

- VSU will take on Western Florida on Saturday, November 30th at 1PM.
- The Lighting of the Palms will be at 5:30 on December 3, 2019.
- The employee holiday party will be on December 6.
- Graduation for graduate degrees is on December 13th. Undergraduate graduation is on December 14th.

Q&A

Q: A faculty senator commented that faculty weren't made aware of the ceremony to honor the VSU Police Department. Why wasn't a bigger deal made of it?

A: Dr. Carvajal agreed with the senator and noted the event was not planned by the President's Office. The Department planned the event themselves. While proud of their accomplishment, they had a small ceremony to celebrate the accreditation. The University photographer got pictures.

Dr. Smith

VSU continues to review and monitor the salary study for issues related to promotion. Some situations turned out to be more complicated than originally thought. Dr. Smith ensured the senate that these issues will be dealt with fairly and to the benefit of the faculty.

We have a professional advising center. All mentoring activities should be discussed at the department level.

The Budget Advisory Council Meeting is November 22, 2019.

Dr. Smith wanted to highlight the accomplishments of the School of Counseling. A county in Georgia reached out to the School and asked if VSU could bring their Master's in Counseling to them on site. They wanted to adjust the schedule to accommodate their staff. The MOU was signed today. The first group will have 12-15 students. He congratulated the School on their innovative approach and urged others across campus to continue to think of new ways we can serve a broader audience of students.

Q&A

Q: What happens for faculty members who get promoted and were eligible for an increase in salary under the five-year plan?

A: Dr. Smith stated this is being reviewed. He wants to make sure it is the most advantageous to the faculty.

Q: Please elaborate on the vision for mentoring.

A: It will look different in each department. As such, the administration feels that it should be determined at that level. They intentionally did not require a specific model.

Q: How do we document mentoring?

A: Departments should also decide how mentoring activities are documented. There is going a prompt being added in the FAR system to input it there.

Q: Will faculty lines not be filled to meet new budgetary demands to maintain the Ashley Cinema project?

A: The State updates funding based on square footage so there will not be a shortfall for upkeep. The \$18M, including \$5M raised by VSU, is a one-time cost.

5. Old & Unfinished Business

a. Statutory Committee Reports

- i. Academic Committee (fs-stat-ac@valdosta.edu) – Sheri Gravett; Find agendas and minutes here:**

<https://www.valdosta.edu/academics/registrar/academic-committee.php>

Changes in the curriculum should be submitted by February.

- ii. Committee on Committees (fs-stat-coco@valdosta.edu) – Peggy Moch
Please let your Dean know about Spring elections if applicable. Make sure you review the procedures for getting upcoming senators elected.**

- iii. Faculty Affairs (fs-stat-fa@valdosta.edu) – Ryan Smith
They are meeting on November 22. Please send ideas or comments about the faculty evaluation model to the committee.**

iv. Faculty Grievance Committee (fs-stat-fgc@valdosta.edu) – Mary Block
No Report

v. Institutional Planning Committee (fs-stat-ipc@valdosta.edu) – Matt Roehrich
No Report

b. Meeting minutes from the various committees should be sent to fsec@valdosta.edu **AND** to archives@valdosta.edu with “Archives Faculty Senate Papers” in the subject line. Please label minutes documents as shown in the following examples:

i. Technology_Minutes_04-29-2018

ii. Academic_Honors_and_Scholarship_Minutes_08-28-2018

Thank you for your assistance in getting and keeping our records up to date. ☺

6. New Business

a. Standing Committee Reports:

i. Academic Honors & Scholarships (fs-stand-ahs@valdosta.edu) – Mark McQuade

There have been seven nominations made for the Georgia Legislations Awards.

ii. Academic Scheduling & Procedures (fs-stand-asp@valdosta.edu) – Jose Velez

- Request to review and reschedule fall break for the 2021-2022 year

- Remand work to create academic calendars for 2022-2025

These items were remanded to the committee.

iii. Athletic Committee (fs-stand-ac@valdosta.edu) – Katherine Adams

The committee met to discuss the bylaws. They also discussed the Student Athletic Success Award. An email was sent out on November 18th. Please nominate students you feel deserve this award.

iv. Diversity and Equity Committee (fs-stand-dec@valdosta.edu) – Charles Talor

They are working on a web portal to coordinate programs/events across campus.

v. Educational Policies (fs-stand-ep@valdosta.edu) – Chunlei Liu

SOI Question Recommendations and Report (Dr. Steven Downey)

There are changes being requested to the current SOI. See the SOI handout. Dr. Downey reviewed the handout including a timeline on how this effort has evolved. The proposed new survey would have four Likert and two open answer questions.

Q&A

Q: How were student learning gains measured?

A: Based on the meta-analysis from the packet. The study can be emailed on request.

Q: What do the learning correlations mean?

A: The student learning gains were defined within each study. The correlations are based on how each study operationalized gains.

Q: Is the fourth question proposed supported in the research? For example, a student could suggest having more pizza in class.

A: Faculty should give good guidance to students on the importance of these questions and how their feedback is used.

Q: The Dean's Council felt the question on students receiving timely feedback was important, but it was not added. Can this be reconsidered?

A: It was not selected. This began a discussion into whether the SOI process should be used more informative purposes or as a tool for evaluation.

The committee would like to pilot the new tool in the Spring of 2020. A motion was brought to the floor to move forward with these six questions in a pilot. Two opposed/two abstained. The motion was passed.

Volunteers will be needed for the next pilot. They can be at any level. This pilot would require students to fill out two evaluations per class, one in the Banner system and another on the new platform. There was discussion on how this would meet the goals intended for the pilot. There was also discussion on the need for two separate evaluations to be required. This resulted in a motion on the floor to have a single evaluation form for the pilot that simply adds the new questions but does not remove the previous questions. How this would meet the goals of the pilot was discussed further. After discussion, the majority opposed. The motion was not passed.

It was noted during discussion that faculty can now add questions to the SOI. These questions are not reported to the Chair like the other questions.

There was discussion into why there was even another pilot was needed. Perhaps the new tool should be used in the Spring without a pilot. There were concerns about not piloting a new tool with a larger sample before fully deploying it.

Dr. Carvajal recommended a delay so the SGA can review the proposed changes.

It was decided that a vote on the format of the pilot be tabled until the January meeting. This will give ample time for faculty to review the handout and research. This will also give time to collect student feedback.

- vi. Environmental Issues (fs-stand-ei@valdosta.edu) – Evelyn Davis-Walker
They are reviewing their goals for the year.
- vii. Faculty Scholarship (fs-stand-fs@valdosta.edu) – Can Denizman
Seed grant winners have been decided.
- viii. Internationalization and Globalization (fs-stand-igc@valdosta.edu) – Steve Kohn
Discussed bylaw revisions at their last meeting.
- ix. Library Affairs (fs-stand-la@valdosta.edu) – Hanae Kanno

There is funding for books for faculty. See the previous email sent.

- x. Student Affairs (fs-stand-sa@valdosta.edu) – Sarah Arnett
No Report

- xi. Technology Committee (fs-stand-tc@valdosta.edu) – E-Ling Hsiao
They are finalizing the faculty technology survey. It will go out next semester.

- 7. General Discussion
No general discussion questions or comments.

- 8. Adjournment
The meeting was adjourned at 5:14 p.m.

Faculty Senate Attendance & Proxy Sheet November 2019 Meeting

Please initial to the right of your name if you are present for this meeting. If you are a proxy for someone, write your name under "proxy name" next to theirs.

College of Education & Human Services

Name	Initials	Proxy Name (please print)
Katherine Adams	KA	Meagan Arrastia-Chisholm
Nicole Alemanne	NA	NA
Meagan Arrastia-Chisholm	MAC	
Jennifer Branscome		
Taralyn Hartsell	TH	
Diane Holliman		
E-Ling Hsiao	ELH	
Hanae Kanno	H.K.	Hanae Kanno
Daesang Kim	DK	
Sakhavat Mammadov	SM	
Hoa Nguyen		
Debbie Paine		
Alicja Rieger	AR	
Jamie Workman	W	Nicole Alemanne
Diane Wright		

College of Humanities and Social Sciences

Name	Initials	Proxy Name (please print)
Mary Block	MB	
Blaine Browne	BB	
Kelly Davidson		
Juliana Edmonds	JE	
Fred Knowles	FK	
Steven Kohn		Sarah Libba Wilcox
Babacar Mboup		
Beatriz Potter	BP	
Rudy Prine	RP	
Gabrielle Stellmacher	GS	
Charles Talor	CT	
Bobbie Ticknor		
Brian Ward	BW	

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Please initial to the right of your name if you are present for this meeting. If you are a proxy for someone, write your name under "proxy name" next to theirs.

College of Nursing & Health Sciences

Name	Initials	Proxy Name (please print)
Michele Blankenship	<i>MB</i>	
Laura Carter		
Mallory Lane	<i>ML</i>	Michele Blankenship
Dee Ott		

College of Science and Mathematics

Name	Initials	Proxy Name (please print)
Anurag Dasgupta	<i>AD</i>	
Can Denizman	<i>CD</i>	
Ligia Focsan	<i>LF</i>	
Linda de la Garza	<i>LD</i>	
Donna Gosnell	<i>DG</i>	
Chunlei Liu	<i>C.L.</i>	
Mitch Lockhart	<i>JML</i>	
Peggy Moch	<i>PM</i>	
Jose Velez	<i>JV</i>	
Donald Thieme	<i>DT</i>	

Odum Library

Name	Initials	Proxy Name (please print)
Catherine Bowers	<i>CB</i>	
Emily Rogers	<i>ER</i>	

Retirees Association Representative

Name	Initials	Proxy Name (please print)
David Boyd		

Council on Staff Affairs

Name	Initials	Proxy Name (please print)
Terence Sullivan		

Student Senators

Name	Initials	Proxy Name (please print)
Jacob Bell	<i>JB</i>	

Faculty Senate Attendance & Proxy Sheet November 2019 Meeting

Please initial to the right of your name if you are present for this meeting. If you are a proxy for someone, write your name under "proxy name" next to theirs.

College of the Arts

Name	Initials	Proxy Name (please print)
Ian Andersen	AA	
Sarah Arnett		
Evelyn Davis-Walker	EDW	
Tamara Hardesty	TH	
Joe Mason	JM	
Mark McQuade		Julianne Kline
Melissa Pihos	MP	Sarah Arnett
Matt Roehrich	MR	
Ryan Smith	RS	
Libba Willcox	LW	

College of Business Administration

Name	Initials	Proxy Name (please print)
Attila Cseh	AC	
Luis Gonzalez	LG	
Marko Horn	MH	
Eric Howington		
Cindi Tori	CT	
Candace Witherspoon	CW	

Faculty Senate Attendance & Proxy Sheet November 2019 Meeting

Please initial to the right of your name if you are present for this meeting.

Visitors

[illegible]

SOI Redesign @ VSU

Distributed at Nov 21, 2019 Faculty Senate Meeting

Results from April 2016 Survey (n=90, Rank: 1=highest/most preferred ... 7=least preferred)

Proposed Closed-Ended Question	Avg Rank	Learning Correlation
Course was well organized	2.67	.57 (1)
Rate the instructor's knowledge of the subject	2.86	.34 (10)
Course assignments were clearly explained in the syllabus or other handouts	2.87	.35 (7)
Course activities challenged me to think more critically	2.94	.46 (4)
Course increased my knowledge of the topic	3.02	.46 (4)
Instructor's lessons (or sessions) were well prepared	3.22	.57 (1)
Instructor's presentation of information was clear	3.23	.56 (2)
Proposed Open-Ended Questions:		
What did the instructor do that most helped your learning?	1.22	N/A
What suggestions do you have for improving the course?	1.72	N/A

2019 ad-hoc committee and Educational Policy Committee actions included:

The following questions were removed from consideration because they were redundant to other questions addressing the same instructional dimension.

- Instructor's lessons (or sessions) were well prepared
- Course activities challenged me to think more critically

To ensure applicability to online courses, the wording for the following question was altered slightly:

- Course assignments were clearly explained in the syllabus or other handouts
- Course assignments were clearly explained in the syllabus or other materials

Based upon feedback from administrative councils (Deans and Department Heads), the following item was removed due to (a) questionable face validity, and (b) poor utility of the resulting data:

- Rate the instructor's knowledge of the subject

The resulting SOI questions proposed for adoption are:

1. Course was well organized.
2. Course assignments were clearly explained in the syllabus or other materials.
3. Course increased my knowledge of the subject.
4. What suggestions do you have for improving the course? [open-ended]
5. Instructor's presentation of information was clear.
6. What did the instructor do that most helped your learning? [open-ended]

In addition to the above questions, faculty can write their own SOI questions to solicit course-specific feedback and further engage students in the instructional improvement process.

Table 1: Average Correlations of Specific Evaluations of Teachers with Student Achievement

Percent Variance Explained		Instructional Dimension	Average r
30.0%-34.9%	No. 5	Teacher's Preparation; Organization of the Course	.57
	No. 6	Clarity and Understandableness	.56
25.0%-29.9%			
20.0%-24.9%	No. 28	Teacher Pursued and/or Met Course Objectives	.49
	No. 12	Perceived Outcome or Impact of Instruction	.46
15.0%-19.9%			
10.0%-14.9%	No. 1	Teacher's Stimulation of Interest in the Course and Its Subject Matter	.38
	No. 20	Teacher Motivates Students to Do Their Best; High Standard of Performance Required	.38
	No. 16	Teacher's Encouragement of Questions, and Openness to Opinions of Others	.36
	No. 19	Teacher's Availability and Helpfulness	.36
	No. 7	Teacher's Elocutionary Skills	.35
	No. 9	Clarity of Course Objectives and Requirements	.35
	No. 3	Teacher's Knowledge of the Subject	.34
5.0%-9.9%	No. 8	Teacher's Sensitivity to, and Concern with, Class Level and Progress	.30
	No. 2	Teacher's Enthusiasm (for Subject or for Teaching)	.27
	No. 13	Teacher's Fairness; Impartiality of Evaluation of Students; Quality of Examinations	.26
	No. 25	Classroom Management	.26
	No. 17	Intellectual Challenge and Encouragement of Independent Thought (by the Teacher and the Course)	.25
	No. 14	Personality Characteristics ("Personality") of the Teacher	.24
	No. 18	Teacher's Concern and Respect for Students; Friendliness of the Teacher	.23
	No. 15	Nature, Quality, and Frequency of Feedback from the Teacher to the Students	.23
	No. 26	Pleasantness of Classroom Atmosphere	.23

- No. 9 *Clarity of Course Objectives and Requirements*: "the purposes and policies of the course were made clear to the student"; "the instructor gave a clear idea of the student requirements"; "the teacher clearly defined student responsibilities in the course"; "the teacher tells students which topics are most important and what they can expect on tests"; "the instructor gave clear assignments"; etc.
- No. 10 *Nature and Value of the Course Material (Including Its Usefulness and Relevance)*: "the teacher has the ability to apply material to real life"; "the instructor makes the course practical"; "there is worthwhile and informative material in lectures that doesn't duplicate the text"; "the course has excellent content"; "the class considers what we are learning worth learning"; etc.
- No. 11 *Nature and Usefulness of Supplementary Materials and Teaching Aids*: "the homework assignments and supplementary readings were helpful in understanding the course"; "the teacher made good use of teaching aids such as films and other audio-visual materials"; "the instructor provided a variety of activities in class and used a variety of media (slides, films, projections, drawings) and outside resource persons"; etc.
- No. 12 *Perceived Outcome or Impact of Instruction*: "gaining of new knowledge was facilitated by the instructor"; "I developed significant skills in the field"; "I developed increased sensitivity and evaluative judgment"; "the instructor has given me tools for attacking problems"; "the course has increased my general knowledge"; "apart from your personal feelings about the teacher, has he/she been instrumental in increasing knowledge of the course's subject matter"; etc.
- No. 13 *Teacher's Fairness; Impartiality of Evaluation of Students; Quality of Examinations*: "grading in the course was fair"; "the instructor has definite standards and is impartial in grading"; "the exams reflect material emphasized in the course"; "test questions were clear"; "coverage of subject matter on exams was comprehensive"; etc.
- No. 14 *Personality Characteristics ("Personality") of the Teacher*: "the teacher has a good sense of humor"; "the teacher was sincere and honest"; "the teacher is highly personable at all times in dress, voice, social grace, and manners"; "the instructor was free of personal peculiarities"; "the instructor is not autocratic and does not try to force us to accept his ideas and interpretations"; "the teacher exhibits a casual, informal attitude"; "the instructor laughed at his own mistakes"; etc.
- No. 15 *Nature, Quality, and Frequency of Feedback from the Teacher to Students*: "the teacher gave satisfactory feedback on graded material"; "criticism of papers was helpful to students"; "the teacher told students when they had done a good job"; "the teacher is prompt in returning tests and assignments"; etc.
- No. 16 *Teacher's Encouragement of Questions and Discussion, and Openness to Opinions of Others*: "students felt free to ask questions or express opinions"; "the instructor stimulated class discussions"; "the teacher encouraged students to express differences of opinions and to evaluate each other's ideas"; "the instructor invited criticisms of his or her own ideas"; "the teacher appeared receptive to new ideas and the viewpoints of others"; etc.
- No. 17 *Intellectual Challenge and Encouragement of Independent Thought (by the Teacher and the Course)*: "this course challenged students intellectually"; "the teacher encouraged students to think out answers and follow up ideas"; "the teacher