Faculty Senate Meeting
Minutes from Meeting on Friday, November 21, 2014

Call to Order:
Faculty Senate meeting was called to order by Ms. Amanda Urquhart, President, at 2:02 pm

Members Present:
Amanda Urquhart (Science/Math), James Galt-Brown (Liberal Arts), Joseph Brown (Liberal Arts), Shawn Seat (Science/Math), Diantha Ellis (Business), Carlos Lopes (Business), James McCrimmon (Agriculture), Jeannie Paulk (Nursing), Chrissy Dent (Nursing), Donna Campbell (Human Sciences).

Presentation of Minutes:
Sen. Pres. Urquhart presented the minutes from the meeting of Friday, 31 October 2014. Sen. Seat made mention that brief update on USGFC should be added into the minutes.

Sen. Galt-Brown made a motion to accept the minutes as written; Sen. Seat seconded. Minutes of Friday, 31 October 2014 accepted unanimously as amended.

Old Business:
1. Evaluation of Advising:
   a. Sen. Pres. Urquhart stated the Vice President of Academic Affairs wants the Faculty Senate to discuss the evaluation of academic advising and provide her with ideas, suggestions, question edits, etc. There is no stated deadline on this project.
   b. Clayton Riehle (Institutional Research) provided the Senate with documents from old advising questionnaires to use as a guide to start its evaluation.
   c. Sen. Galt-Brown noted a scantron with ink form (using Gravic Remark) seems at present to be the best way to issue this form. He also advised a “kill question” be included, such as “Do not answer this question” to ensure statistical quality.
   d. Sen. Brown questioned how the advising form would be administered. Sen. Galt-Brown stated it would have to be administered at the point of contact.
   e. Sen. Brown noted the present questions are incomplete when used for undeclared advising. Sen. Galt-Brown agreed the questions were more reflective of academic advising, which is not necessarily what ABAC advisors do.
   f. Sen. Brown shared a website he has found useful in evaluating student assessment of learning gains (salgsite.org). Discussion followed regarding whether this could be adapted to advising gains as well.
   g. Sen. Pres. Urquhart stated the Faculty Senate needs to review the questions and phrasing and possibly add new questions geared toward undeclared advising. She asked the Senate to evaluate the questions and research different formats of advising questions between now and the first meeting of the Spring 2015 semester. The Senate also needs to address the issue of how to administer the evaluations.
   h. Sen. Galt-Brown made a motion the discussion be tabled until the Senate is able to look at the questions and formats. Sen. Seat seconded. Motion to table carried.
New Business:

1. **Concerns Regarding new Requests for Information (RFI) Policy:**
   a. Sen. Pres. Urquhart opened the floor to discussion regarding the new RFI policy issued by ABAC President Bridges in a memo of 19 November 2014 and a follow-up clarification memo on 20 November 2014.
   b. Questions were raised concerning faculty review of textbooks for which faculty are required to provide information regarding the number of students in the class.
   c. Concerns were also present regarding whether or not faculty may respond to questions from SACS officials when on campus.
   d. The interpretation from some senators was that this memo addressed data, not general information.
   e. Sen. Galt-Brown made a motion to table for further discussion after additional clarification is provided. Sen. Seat amended the motion to include request for the President or VPAA to come to the January Senate meeting if the clarification creates additional questions. Sen. Galt-Brown seconded the amended motion. Motion to table carried.

2. **Dates of Spring 2015 Meetings:**
   a. Sen. Pres. Urquhart provided a list of the Spring Senate meetings: January 30, February 27, March 27 and April 24.
   b. The senators in attendance were in agreement with the meeting dates.

3. **Update from USGFC:**
   a. Sen. Seat provided an update of the most recent USGFC meeting. About half of the meeting was conducted by Chancellor Huckaby and addressed budgets for upcoming years. The performance formula will be phased in after FY 2016.
   b. The issue of public/private dorms was addressed. Debt built up along with across-board decrease in enrollment has led to the transition. The property is controlled by the system with the company in charge providing better financial control and lower interest rates.
   c. The Board of Regents supports Complete College Georgia as a provider of “significant workforce improvement in Georgia.”
   d. No real chatter about further consolidations of institutions was made.
   e. Suggestion was made at the USGFC meeting for USGFC representatives to serve 2 years because of continuity. This was only a suggestion, not a requirement.

Sen. Galt-Brown made the motion to adjourn; Sen. McCrimmon seconded. Motion carried. The Senate adjourned at 2:55 p.m. The next meeting will be held 30 January 2015.