Faculty Senate Meeting

Minutes from Meeting on Friday, 27 March 2015

Call to Order:

Faculty Senate meeting was called to order by Ms. Chrissy Dent, Vice-President, at 2:02 pm.

Members Present:

Shawn Seat (Science/Math), James Galt-Brown (Liberal Arts), Joseph Brown (Liberal Arts), Diantha Ellis (Business), Carlos Lopes (Business), James McCrimmon (Agriculture), Jason Scott (Agriculture), Jeannie Paulk (Nursing), Chrissy Dent (Nursing), Jen Wallin-Ruschman (Human Sciences Proxy for Jimmy Ballenger for the first part of the meeting), Susan Roe (Liberal Arts), Jimmy Ballenger (Human Sciences), Amanda Urquhart (Science/Math).

Donna Campbell requested Jimmy Ballenger serve as her proxy in an email to Sen. Pres. Urquhart prior to the meeting.

Presentation of Minutes:

Sen. Vice Pres. Dent presented the minutes from the meeting of Friday, 30 January 2015. Sen. Seat made the motion to accept the minutes as written; Sen. Galt-Brown seconded. Minutes of Friday, 30 January 2015 accepted unanimously as written.

Old Business:

1. Update from the Advising Evaluation Subcommittee:
   a. Sen. Vice Pres. Dent opened the discussion of the findings of the Advising Evaluation Subcommittee by presenting the Senate with a packet of selected questions from schools researched.
   b. Sen. Galt-Brown suggested the Senate review the questions according to the following:
      i. How should the questions be assessed? (in letter or number format)
      ii. How long should the questionnaire be? (front and back may be too much)
      iii. What are we trying to assess?
      iv. Will the questionnaire be distributed in hard copy using the Gravic Remark system?
      v. Which advisor is being assessed? The one at graduation? At major change?
      vi. Where is the data compiled, stored, distributed?
   c. Sen. Galt-Brown asked the Senate for feedback on whether the evaluation should contain questions relating to gender and ethnic background since this would be a way for the college to compile demographic data without being intrusive. Sen. Vice Pres. Dent responded the institution already has that information. Dr. Wallin-Ruschmann (proxy for Sen. Ballenger) noted the demographic data may indeed be necessary to ensure advising in certain career paths is helpful (example: A woman in a science major should be receiving information relating to women in science).
d. Sen. Brown noted that undeclared majors do not graduate as undeclared. Therefore, the Senate should take into consideration the evaluation of advisors of undeclared majors. Sen. Galt-Brown suggested assessment of advisor at the time of graduation and of the advisor at the time of major change. In the case of undeclared majors, assessment of the undeclared major advisor at the time a major field is chosen.

e. Sen. Vice Pres. Dent volunteered to take the position of the Head of the Advising Evaluation Subcommittee. She requested the Senators review the questions distributed in the packet of information and send their choice of 15 relevant questions to her via email by 15 April 2015. She will then compile the top questions and submit to the Faculty Senate at the next meeting.

2. **Required Office Hours:**
   a. Sen. Seat informed the Senate that he sent a request to the USGFC data list serve regarding feedback on required office hours around the state. Sixteen state colleges responded.
      i. 10 of 16 have the same 10 hour/week requirement (with some requiring 1 or 2 office hours/day).
      ii. 2 of 16 have a minimum of 5 office hours/week (with one stating a minimum of one hour/day).
      iii. 1 of 16 has a minimum of 6 office hours/week.
      iv. 2 of 16 have a minimum of 8 office hours/week.
      v. 1 has no required office hours but requires faculty to carry college-issued cell phones for student/professional continuous availability.
   b. Sen. Vice Pres. Dent then asked Sen. Brown (whose faculty had initiated the conversation) where he wanted to take this discussion. Sen. Brown suggested tabling of the discussion so that he could go back to his faculty who were concerned and inform them of the feedback from other colleges. He did ask Sen. Seat to confirm that no college had responded with more than 10 office hours/week. Sen. Seat confirmed.
   c. Sen. Galt-Brown noted as the Senate goes forward with discussion among their faculty that there is logic to decreasing the number of office hours required per week to 8. Eight hours is a whole work day; so if spending more than 8 hours in office hours per week, there could be an argument the additional hours hinder the faculty ability to complete work in other areas. In that respect, 1 work day/week for office hours makes more sense. Sen. Brown pointed out this discussion came from the history department, an area where ABAC has lost yet another professor this year. Office hour load is a key area where we can work attracting and retaining qualified faculty.

3. **10 vs. 12-month Salary Schedules:**
   a. Sen. Vice Pres. Dent requested Senate feedback regarding 10 or 12-month salary schedules.
   b. In favor of remaining on the 10-month salary schedule was the Science Department (Sen. Seat), the Nursing School (Sen. Paulk and Sen. Dent), and the Business School (Sen. Lopes and Sen. Ellis).
   c. Sen. Galt-Brown noted his faculty (Liberal Arts-History) preferred a paycheck every month but were concerned about being on the clock in the summer. Sen.
Scott stated this should not be an issue if the payment is deferred for services previously rendered. Dr. Wallin-Ruschmann (proxy for Sen. Ballenger) stated the School of Human Sciences felt the same.

d. Sen. Scott noted in his area (specifically the Yow building), all new hires preferred the 12-month salary. Other faculty in that area simply stated the important point was to give the faculty a choice between 10 or 12 month salary.

e. Sen. McCrimmon stated his department in Agriculture had concern that if getting a check for 12 months and called in to do something in the summer months, would they be obligated.

f. Sen. Brown noted the discussion began in his area (Liberal Arts – English). His faculty wanted the option for a 12-month distribution but also wanted clarification that the payment in June and July was for disbursement of work already completed (i.e. an opt-in feature).

g. Sen. Vice Pres. Dent noted there seemed to be at least interest in an option.

4. **Bookstore Issues:**

a. Sen. Vice Pres. Dent stated Sen. Pres. Urquhart emailed the letter concerning the Bookstore issues to the VP for Fiscal Affairs and the VPAA. The VP for Fiscal Affairs responded he was meeting with the Bookstore manager today and would respond the result of that meeting.

b. Sen. Galt-Brown shared with the Senate information from a meeting he attended at the Regent’s Academic Advising Committee on History Affordable College Georgia in which eCore, online classes, and electronic texts were noted as making education more affordable. He pointed out that every time a Bookstore in the USG said it needed to be profitable, the Chancellor cuts them off. He further noted that when the Bookstore forces us to choose our texts so early, they are profiteering on the internet to profit off our students.

c. Sen. Pres. Urquhart received a reply from the VP of Fiscal Affairs. He would like to meet with her, the Bookstore manager and a selection of faculty who have encountered problems with the Bookstore. The faculty can be from the Senate or can be faculty within school who brought the issues before the Senate. She requested volunteers for this meeting, preferably before the next Senate meeting.

d. Sen. Seat stated he knew the Science Department Head had expressed interest in being involved and asked if there would be an issue with that. No one saw an issue. Sen. Dent stated Nursing would be interested. Sen. Ellis noted she would ask her faculty in Business as there were some who had experienced issues in the past.

e. Sen. Pres. Urquhart stated the VP of Fiscal Affairs wanted specific instances and items short ordered. She requested an email be sent to her detailing who the attendees would be, preferably within the next 3 weeks.

**New Business:**

1. **Update from USGFC:**

   a. Sen. Seat shared information from the USGFC meeting the previous Saturday.

   b. The Chancellor informed the USGFC regarding budgets on transportation. He also noted Capital Improvements are looking better than had before (1/4 of the Bill on Capital Improvements and $60 million for renovation). Formula Funding changeover
is slower – pretty much old method, about $\frac{1}{2}$% overall pool for salaries. Some schools in South Georgia are going to allow more cross-border payment of in-state tuition to increase enrollment. There are changes to retiree health care – shifting from self-funded to individual insurance plans run through Aon Hewitt. The sick leave pool of shared leave can only be used for the employee, not a spouse.

c. Also, there was discussion as to whether a permanent committee on BOR Policy should be on the USGFC. This is under discussion.

d. Finally, a set of recommendations were agreed upon regarding a suggested study on faculty retention for Georgia competitiveness that salary increases be presented to the Legislature. Also, possible low-cost perks like free faculty lunches or employee fitness centers were suggested.

**Adjourn:**

Sen. Galt-Brown made the motion to adjourn; Sen. Paulk seconded. Motion carried. The Senate adjourned at 3:18 p.m. The next meeting will be held 24 April 2015.