

Clayton State University Faculty Senate

12 September 2022

ATTENDEES

Senate members: Shakil Akhtar, Augustine Ayuk, Eric Bridges (Chair), Kate Cotter-Reilly, Deborah Gritzmacher, Anthony Hannah, Adam Kubik, Samuel Maddox, Larry Menter, Rebecca Morgan, Erin Nagel, Ken Nguyen, Stacey Reynolds, Ann Showalter, Kendolyn Smith, Sharon White

Guests: Shuju Bai, Royal Baxter, Dmitriy Beznosko, Khamis Bilbeisi, Christie Burton, Shannon Cochran, Elicia Collins, Jessica Conrad, Alia Davis, Deborah Davis, Everod Davis, Deborah Deckner-Davis, Kevin Demmitt, Morgan Dent, Erica Dotson, Mikayla Fernandez, Antoinette France-Harris, Sonya Gaither, Nichelle Gause, Brian Goldman, Christina Grange, Pinar Gurkas, Linda Hain, Feechi Hall, Charlie Harris, Craig Hill, Chizara Jones, Christopher Kodani, Mary Lamb, Carin Lightner-Laws, Christopher Manning, Paul Melvin, Antoinette Miller, Michelle Nelson, Mario Norman, Adel Novin, Rosann O'Neill, Vivian Padin-Irizarry, Jennifer Parrott, Mikayla Fernandez, Stacey Reynolds, Jim Rickerson, Michael Sitvarin, Patricia Smith, Terri Summers, Rosario Vickery, Celeste Walley-Jean, Eckart Werther, Carol White

ORDER

The Senate chair, Dr. Eric Bridges, called the meeting to order at 11:00am.

PRESIDENT'S REPORT

President Kerry Heyward did not attend the meeting. Dr. Bridges read email responses from the President in response to questions Dr. Bridges forwarded on behalf of faculty. Progress on the search for a permanent president is being slowed by the USG because they recently launched two other presidential searches. The President believes the USG is trying to pace the number of searches being conducted at one time.

Sharing of information with the faculty regarding the university budget will occur during the [Planning & Budget Advisory Council](#) (PBAC) meeting later in the day. Additionally, the President will be hosting a Budget Town Hall meeting on Thursday, September 22 at 4pm.

PROVOST'S REPORT

Interim Provost Jill Lane did not attend the meeting. Dr. Bridges read email responses from the Dr. Lane in response to questions Dr. Bridges forwarded on behalf of faculty. With respect to evaluation of administrators, Dr. Lane stated that comprehensive evaluations are conducted every five years, and she identified the groups of individuals who provide feedback on comprehensive reviews of department chairs, deans, assistant/associate chairs, and provost.

NEW BUSINESS

Senators and guests discussed concerns regarding the use of a spreadsheet in evaluating faculty performance on annual evaluations. This spreadsheet is used by some department chairs, particularly the College of Arts and Sciences, to estimate numeric scores on annual evaluations of faculty. Concerns and discontent regarding the spreadsheet arose last spring during discussions among members of the Structural Adaptations to Faculty Evaluation (SAFE) Committee, which was tasked by Faculty Senate to update the Faculty Handbook following Board of Regents (BOR) policy changes in Fall 2021.

Of primary concern was the lack of transparency, as this spreadsheet has not been shared with faculty. The lack of transparency negatively affects faculty morale and may be in violation of current BOR policies and current Faculty Handbook policies stating that, "Faculty members have a right to know the criteria and procedures for annual evaluation, to have access to them in published form, and to receive timely notice of any revisions." (Faculty Handbook 202.01).

Additional concerns related to the quality of known elements of the spreadsheet were also raised. Department chairs who have used the spreadsheet described its utility for quantifying faculty activities and maintaining consistency among faculty. Chairs described using the spreadsheet as a guideline for starting conversations with faculty about their annual evaluations.

No arguments were made against making the spreadsheet available to faculty.

SUBCOMMITTEE UPDATES

1. Student Affairs Committee. Co-chairs Drs. Deborah Deckner-Davis and Sam Maddox are wrapping up outstanding business from last year on developing university policies for minors on campus and for disruptive behavior in online courses. This year's goals will be defined at their next meeting on Thurs, Sept 22 @ 1pm ([Teams meeting link](#)).

Several student attendees described the challenges they have experienced with respect to: (1) the lack of timely notice (one week or less) of fee amounts that can vary dramatically over time for staying in the dorms between semester sessions; (2) the previously described fees not being covered by financial aid; (3) lack of timely review/completion of FAFSA forms, which has kept some students from attending classes at Clayton State this semester; and (4) the lack of consistency between deadlines for fee payments between housing and tuition.

Faculty discussed concerns regarding procedural problems, the lack of transparency, minimal and/or ineffective communication at the institutional level that contribute to the problems described by the student attendees. Faculty identified the value of including student voices in Faculty Senate meetings and the need for appropriate administrators on Senate subcommittees to provide leverage in addressing these issues.

2. Ad-hoc Subcommittee on Student Retention. Chair Dr. Celeste Walley-Jean will be recruiting committee members – volunteers are welcome – to examine retention strategies and develop plans to improve retention issues at the university.
3. Faculty Affairs Committee. Chair Dr. Michael Sitvarin identified the committee’s focus on implementing a revised student evaluation of instruction (SEI) instrument as their primary goal for the year. Secondly, the committee will examine the issue of pay equity among faculty on campus. Communication of committee meetings and records will occur through the Faculty Affairs Committee channel on the Senate Teams page. Next meeting: Mon, Oct 17 @ 10am ([Teams meeting link](#)).
4. Academic Policy Committee. Chair Dr. Antoinette France-Harris said committee members were interested in retention and recruitment issues. However, given the ad-hoc committee on recruitment, the committee will identify goals before its next meeting. Communication of committee meetings and records will occur through the Academic Policy Committee channel on the Senate Teams page. Next meeting: Wed, Oct 19 @ 2pm.
5. University Curriculum Committee. Chair Dr. Dmitriy Beznosko was elected chair. Dr. Bridges stated that the committee cannot meet until November because of changes to the Banner Action Forms.

ADJOURNMENT

The meeting was adjourned at 12:14pm.

Minutes recorded by Ann Showalter, Secretary of the Faculty Senate.