

Clayton State University – Faculty Senate Minutes

Monday February 10, 2014 (11:00 am-12:15 pm)

University Center Board Room U260

Members Present: Barbara Musolf (Chair), J. Celeste Walley-Jean (Vice-Chair), Ximena Zornosa, Randall Gooden, Ken Nguyen, Scott Butterfield, Jim Keebler, Todd Janke, Erin Nagel, J. Celeste Walley-Jean, Muhammad Rahman, Catherine Matos, Katherine Quinnell, Chris Raridan, Chris Pitsikoulis, Kathryn King, John Mascaritolo, J. Charles (Secretary)

Non Members Present: Tim Hynes (President), Micheal Crafton (Provost), Todd Smith (Director of Loch Shop), Jessica Hall (Loch Shop), Susan Copeland, Jill Lane

1.0 Approval of Minutes from the January 27, 2014 meeting. Minutes were unanimously approved as written.

2.0 Reports

2.1 President's Report. Dr. Hynes reported on current legislative activity of the Georgia General Assembly and referenced the written summary which focuses on issues previously addressed in the senate—budget, guns on campus, issues concerning state retirement plans, and privatization of campus housing for USG. (See Attached Summary). Proposed changes in the Teacher's Retirement System (TRS) are intending to make the Optional Retirement Plan (ORP) and TRS systems equitable and address concerns individuals have had about the plan. The first open budget meeting is Friday, February 14th. Faculty and staff are encouraged to attend as these meetings provide opportunities to discuss budget issues and the planning process. The athletic director, Mr. Carl McAloose, is taking a new position and an interim will be appointed; the search for a new director will begin immediately.

2.2 Academic Affairs. Dr. Micheal Crafton noted that the onsite scheduled visit for the Advisory Board for the new student advisory program will most likely be postponed due to the weather. It is not clear what the plans may be if the weather results in further closure of the campus.

3.0 New Business

3.1 SEI ad hoc Committee proposal on courses not to be evaluated by students. There are courses that do not include new content (e.g. student internships) or allow for student anonymity in evaluation (e.g., courses with limited student enrollment). (See attached course list). The SEI ad hoc Committee recommends these courses not be evaluated using the standard evaluation process, but evaluated by students in other ways. Todd Janke moved to approve the SEI proposal of designated courses, seconded by Muhammad Rahman, and unanimously approved by members of the Faculty Senate.

3.2 Presentation on Verba Compare: Todd Smith, Director of the Loch Shop, began his presentation by thanking Dr. Randall Gooden for chairing the Bookstore Committee for the past two years. The Loch Shop has worked hard to maximize savings for students and offer transparency of prices. Two years ago, the bookstore began a student rental program; since the program began, a savings of \$70,000 has been achieved for students. 98% of books offered can be acquired through rentals. A digital, e-books' program, has also been in place for a couple of years, saving students money as well. The new software program, **Verba**, has three components: **Verba Collect** helps faculty adopt textbooks early and easily; **Verba Compete** helps the bookstore to locate books at the lowest cost; and **Verba Compare** gives students the ability to compare prices across vendors. **How can faculty help:** Adopt books on time, so the bookstore can begin sourcing early, let the bookstore know if students can buy used books, and point students toward Compare. The Loch Shop primarily strives for increased percentages of the market, versus margins in terms of monies earned. (See Auxiliary Services, Bookstore, Buy). Faculty Senate members raised questions related to scholarship

monies—“Do these monies need to be used to purchase books at the Bookstore, or can students use these monies elsewhere?” Dr. Crafton will report back to clarify these issues.

4.0 Updates from Subcommittees

4.1 APC. Meeting is scheduled on Wednesday, if the weather permits.

4.2 FAC. Met on February 7th with the next meeting scheduled for February 17th. Regarding faculty evaluations, the committee is exploring the option of lowering the percent for teaching and changes in percentages for evaluation of administrative staff who are also involved in teaching. However, the percentage for teaching for non-administrative faculty cannot be lowered at this time, as it would change the mission of the school. Faculty Workload issues were briefly discussed; the committee will be bringing recommendations forward to the Faculty Senate.

4.3 SAC. Committee has not met recently.

4.4 UCC. Meeting is scheduled on Friday.

4.5 GAC. Meeting is scheduled for later today.

4.6 SEI ad hoc. Committee is examining criteria for which courses should be evaluated, including criteria related to the numbers of students in the class. Some universities do not require course evaluations with 10 or less students, due largely to anonymity issues, and with small numbers the evaluations tend to be weighted more, skewing overall evaluation results.

4.7 Parking Committee. Meeting is scheduled for further discussion of parking issues, and consistency of enforcement.

5.0 Old Business

5.1 Need further discussion and resolution of scheduling conflicts between online courses and seated classes for course meetings and exams.

6.0 Upcoming Presentations:

6.1 February 24: Complete College Georgia and Advisement, Dr. Micheal Crafton

7.0 Suggestions for New Business

7.1 Discussion on SEI issues that the ad hoc SEI committee would like feedback on

8.0 Adjournment and Next Meeting: February 24, 2014. Meeting was adjourned at 12:15 pm.