

**Clayton State University – Minutes of the Faculty Senate
Wednesday September 8, 2011 (11:15 a.m. – 12:30 p.m.)
University Center Board Room (UC 260)**

Members Present: Antoinette Miller (Senate Chair), Jim Keebler (Vice Chair), Maria Bullen, Jennell Charles, Michael Dancs, Ron Jackson, Katherine Kemp, Barbara Musolf, Katherine Ott, Terri Summers, Susan A. Walsh, David Williams

Non-Members Present: President Tim Hynes, Robert Vaughn, Academic Affairs, Jim Flowers, Strategic Planning Officer

Faculty Senate Chair Antoinette Miller called the meeting to order at 11:19 with a quorum present.

A. Approval of Minutes

1. August 25, 2011
 - a. Motion to accept the minutes as written.
 - b. Motion seconded.
 - i. Minutes accepted unanimously.

B. Reports

1. President (report attached).
 - a. Thank you to faculty for Faculty Development Day.
 - b. Open for questions.
 - i. No questions.
2. Academic Affairs
 - a. Feedback from Faculty Development Day discipline specific round tables.
 - i. Feedback will be compiled and distributed.
 - b. Grants Coordinator/Writer Ms. Rhonda Gibson was selected and begins Oct 1.
 - i. The Chair asked if Ms. Gibson could give an overview of her position to the senate.
 - c. Dr. Kevin Demmitt reports move to new Peachtree City, GA, location successful.
 - i. There is more room at a lower rent than the previous site.
 - ii. The faculty senate is invited to hold a meeting there.
 - d. Chair Miller asked when the next Faculty Handbook sections will be available for the Faculty Affairs Committee.
 - i. Dr. Vaughan stated that it would be the next meeting of the FAC (9.19.2011)
3. Subcommittee Updates
 - a. Academic Policy Council
 - i. Report by Senator Musolf.
 1. The committee is interested in examining treatment of plagiarism as a less onerous offense.
 - a. Senator Jackson asked for clarification of the issue.

- b. Vice Chair Keebler noted there is discussion among some faculty about defining plagiarism in syllabi and harshness of punishment.
 - c. Dr. Vaughn noted that the plagiarism discussion emanated from due process issues, and a potential hierarchy of plagiarism where a less penalty may be used for students still learning about documentation was discussed as a possible solution.
 - d. Senator Jackson discussed use of Turnitin.com for plagiarism detection.
 - i. Discussion followed.
 - 2. The committee is interested in improving advisement.
 - a. Information will be gathered.
 - 3. Senator Jackson's request about declaring both minors and double majors via the DUCK, as well as the notation of a double major on the student's DUCK record was brought to the committee and under discussion.
 - b. Faculty Affairs Committee
 - i. Report by David Williams
 - ii. Dr. Jim Braun elected president.
 - iii. Not enough people for a quorum
 - iv. Meeting times discussed.
 - 1. Occasional Mondays at 1 p.m.
 - c. Student Affairs Committee
 - i. Report by Katherine Ott.
 - ii. Meeting set but not yet met.
 - d. University Curriculum Committee – Kathryn Kemp
 - i. Did not meet as no agenda items.
 - ii. Report about the aviation minor, which was approved.

C. Old Business

- 4. Setting of Spring meeting times
 - a. Chair Miller reported 7 surveys were returned.
 - i. Mondays or Fridays at 11 a. m. were favored.
 - b. The Senate Chair requests senators to return the survey if not done.

D. New Business

- 5. Jim Flowers, Strategic Planning Officer, reported on the Strategic Plan (Power Point, provided to Senators prior to the meeting, attached).
 - a. The first meeting was Friday and will be held every other week.
 - b. A web site will disseminate and collect data.
 - c. The launch date is Oct. 20, with festivities, to inform the university of challenges and opportunities.
 - d. Senate Vice-Chair Keebler asked for a list of proposed activities and a critical path so that faculty can be aware and support the endeavor.
 - i. Jim Flowers agreed.

- e. The Oversight Committee will create some metrics, with input from Dr. Hynes who attended the Harvard Seminar for Presidents, Harvard, MA.
 - f. A web site dashboard will be created to display important metrics.
 - a. The dashboard will display more than task completion in relation to the strategic plan, but whether we have made any achievement towards our goals.
 - b. Metrics will be tailored to university needs and may be adjusted (e.g. after determining who our peers are).
 - i. Jim Flowers stated what we are trying to measure is a culture change which will pose a challenge it is difficult quantify.
 - ii. Dr. Hynes said one goal is for all students have some form of active learning.
 - 1. Current data shows 85% success is already achieved.
 - 2. The point is that the data reflects our school culture; we need to employ metrics which measure our perspective.
 - iii. Dr. Hynes believes that our students do better than evidence proves, so we need evidence, and if we find there is no evidence, then we can use the opportunity to improve.
 - iv. This strategic plan is ours. Over 200 participants contributed to its development.
 - 1. Discussion followed.
 - c. Senator Musolf voiced concerns about how data will be collected and where it will come from, giving an example of how successful students may be recorded as failures.
 - i. Jim Flowers states the issue is being addressed.
 - d. Chair Miller noted that though this is a five year plan, what are the foci for the coming year?
 - i. Jim Flowers stated studies program and career services projects, which are already engaged.
 - ii. Chair Miller urged that senators bring the information about the plan to constituents.
6. Relationship of this body to the Graduate Council (matrix of other USG relationships provided by Chair Miller is currently being built in concert with members of the Graduate Council.
- a. Chair Miller reviewed a preliminary summary table regarding relationships at other institutions.
 - i. There is not a commonality, but it does indicate a relationship exists between the two bodies.
 - b. Chair Miller will meet with the graduate council for dialogue.
 - ii. Senators were asked for their suggestions about a relationship with the Graduate Council.
 - 1. Senator Jackson stated resource allocation in relation to the Graduate Council is of interest to the Faculty Council and proposed that the Graduate Council be a standing committee of the Senate.

2. Senator Williams noted that we had been told in the past that forming a subcommittee may contradict accreditation from SACS.
 3. President Hynes stated that he had great confidence that SACS principles do not prohibit review by the Faculty Senate, but it is inviolate that curricula be reviewed by faculty.
 4. Chair Miller noted the following:
 - a. There needs to be formal relationship with the senate, but we are in gathering information to determine the relationship.
 - b. Ideas or concerns should be sent to Chair Miller before Monday, September 12, lunchtime, for meeting with the graduate council.
 - iii. Chair Miller noted there is no graduate handbook.
 - iv. Senator Williams asked Dr. Hynes to indicate the composition of the graduate council.
 1. Dr. Vaughn said there is a representative from each graduate program with voting privileges, with himself as ex-officio.
 2. Dr. Vaughn states the graduate council is expressing an attitude of willingness to work with the senate.
 - v. Senator Williams reminded senators that subcommittees need to define their roles.
7. Roundtable Discussion – Senator suggestions for major issues for the year.
- a. Chair Miller indicated by-law changes may need to be made to reflect our new relationships with subcommittees.
 - b. Senators were queried – no issues.

E. Upcoming Business

8. Chair Miller invited Todd Smith from the Loch Shop (bookstore) and Randy Gooden from the Bookstore Advisory Committee to meet with senators before book orders are due.
9. Chair Miller stated that hopefully the final report from the P&T Ad Hoc Committee will be done soon.
10. Randy Rosenberg is scheduled to meet with the Senate at a future date discuss cooperation regarding between faculty and athletics.

F. Adjournment

11. A motion to adjourn made and seconded.
 - a. Carried unanimously.
 - b. The meeting was adjourned by Senate Chair Miller at 12:21.

G. Next meeting

12. The next meeting is Sept. 22, 2011.

Submitted by: S. Walsh, Secretary, Approved by the Faculty Senate.