

Clayton State University – Faculty Senate Minutes

Monday April 22, 2013 (11:00-12:15 PM)

University Center Board Room UC260

Meeting Called to Order: 11:03 am

Members Present: Scott Butterfield, Jennell Charles (Secretary), Randall Gooden, Todd Janke, James Keebler, Kathryn Kemp, John Mascaritolo, Catherine Matos, Barbara Musolf (Chair), Erin Nagel, Ken Nguyen, Chris Pitsikoulis, Chris Raridan, J. Celeste Walley-Jean (Vice-chair), Ximena Zornosa

Non-Members Present: M. Poudevigne, Herbert Adams, Debra J. Cody, Lila Roberts, Carolina Amero, Seth Shaw, Cindy Knight

Approval of Minutes

1.0 Approval of Minutes from the April 22nd meeting moved & seconded. Minutes were unanimously approved.

Reports

1.0 President—No report

2.0 Provost--No report. Will not have any representation for the first hour due to scheduling conflicts for the Provost.

Returning Business

1.0 Meeting times.

1.1 Discussion occurred regarding alternative meeting times as Dr. Crafton has classes on Mondays and Wednesdays and will not be able to attend the Senate meetings if the time remains the same. Other times of the week were examined; there were conflicts for Senate members with all other times. Moved & seconded to continue meeting the 2nd & 4th Monday for the rest of the academic year, beginning in September. Motion unanimously approved. The Chair will explore possibilities of others ways to communicate with Dr. Crafton re. Senate business.

2.0 Introduction of newly elected Senators.

2.1 Members introduced themselves, terms of service, and teaching departments.

3.0 Representatives for Committees

3.1 The Senate Chair has emailed senate members to recruit volunteers for committees. The following are faculty senate representatives on committees: APC John Mascaritolo and Chris Pitsikoulis; FAC Celeste Walley-Jean and Muhammad Rahman; GAC Chris Raridan and Jennell Charles; SAC Ken Nguyen and Todd Janke; UCC Randall Gooden and Kathryn Kemp

3.2 All CSU committees have designated chairs, except for Faculty Affairs Committee. FAC is also awaiting an election this week in the College of Arts and Sciences to replace a committee member.

4.0 Summer Calendar

4.1 Discussion of revision of summer calendar from 10 to 9-week calendar; scheduled is shortened by eliminating the first week of classes. Review of rationale for changes, impact on programs, and recommendations of APC. Motion made and seconded to adopt the recommendations by APC for a 9-week summer schedule. Motion unanimously approved.

5.0 Courses & Minors

5.1 UCC approved a number of courses and two minors. New courses approved include EDUC 3036, SPAN 4800, PHIL 4200, SOCI 3700, CRJU 3140, and ITFN 3103. NURS 4200 and DHYG 4200 are the same course with different numbers for different programs. The two minors approved are Gender Studies and Dance. Motion was made and seconded to support approvals by UCC; motion was unanimously approved.

6.0 Faculty Handbook

6.1 Dr. Vaughn reported that the updated Faculty Handbook is ready; only new forms need to be created. The handbook currently posted is not the newly updated handbook. The most recent version needs to be shared with Senate members, Deans, Department Heads, and faculty.

6.2 Statement that the "Office of Academic Affairs supplies binders" in the revised handbook needs to be removed, as this is not the case. Motion made and seconded to remove this statement; motion passed unanimously.

7.0 Faculty & Course Evaluations

7.1 New evaluation implemented this summer (form reduced from 38 to 22 questions & faculty now have direct access to results). Questions specific to departments may need to be added. Recommendation that the Senate invite administration to present feedback regarding use of new course/faculty evaluation tool.

Updates regarding Subcommittees

1.0 APC: Committee has met; working to update calendar

2.0 FAC: Committee has met, waiting for Chair to be designated and Arts & Sciences representative. Some discussion of appropriate use of faculty in advising students; advising students regarding core classes may not be appropriate.

3.0 SAC: Committee has met once; will be working to implement a breast milk pumping station, meeting next month.

4.0 UCC: Committee has met, organizational meeting

5.0 GAC: Committee has met, approved a number of graduate faculty, discussed issues regarding admission criteria to graduate programs; graduate programs are growing by 14-20%/year.

New Business

1.0 Single Stream Recycling (SSR) Rollout (Carolina Amero, Assistant Vice President of Auxiliary Services)

- 1.1 Effort by CSU to reduce amount of waste this university is producing. SSR allows all recyclables to be placed into a single container—no sorting needed!!
- 1.2 July 2009 CSU began recycling paper; point person identified in each building. April 2010, Go Green student organization formed & contract w/Coca Cola for plastics/cans. Dec 2010, SSR started in CSU east, and now extending to all campus sites. Sensitivity of colleges to environment is one of students' top 10 priorities in choosing where to attend college.
- 1.3 Discussion regarding logistics of SRR program; concerns voiced regarding changes in current practice regarding disposal of waste. Questions raised regarding penalties for non participation and other efforts being done to promote “going green.”

New Business

- 1.1 Concerns regarding scheduling conflicts for online course meetings and seated class times. Recommended that Banner be structured to generate an “error,” if there is a conflict between class schedules for any course. Another recommendation was that exams or meetings occur on Saturday. If a course is 100% online, then students should not be required to come to campus. Will be forwarded to APC for further discussion.

Adjourned: Meeting adjourned at 12:15 pm