

Clayton State University – [Faculty Senate Meeting Minutes](#)

Monday January 13, 2013

Members Present: Ximena Zornosa, Randall Gooden, Ken Nguyen, Scott Butterfield, Jim Keebler, Todd Jacob, Erin Nagel, J. Celeste Walley-Jean, Muhammad Rahman, Barbara Musolf, Catherine Matos, Katherine Quirnell, Chris Raridan, Chris Pitsikoulis, Kathryn King.

NonMembers Present: Tim Hynes (President), Micheal Crafton (Provost) , Antoinette Miller (QEP Chair), Jill Lane (Director CID)

1.0 Approval of Minutes from the November 25, 2013 meeting.

Minutes were approved as written.

2.0 Reports

2.1. President's Report (See report attached.)

Tobacco and Smoking Policy presented to the BOR last week; to be discussed and modified next week as needed with USG implementation planned for Summer 2014. Policy has already been implemented in 10 schools.

2.2 Academic Affairs—Micheal Crafton

Student Success Collaborative, kick off day is January 15th. Software program developed by Education Advisory Board, Inc.; Jan. 15th meeting will be open to all interested faculty and students. Initial focus will be on three student groups---Biology, CSU 1022, and Business majors. Program is intended for professional advisors with the goal of having professional advisors for every student. Program involves predictive analytics so advisors can best guide students for success.

3.0 Returning Business

3.1 Prior Learning Assessment (PLA) policies and changes to the PLA in the undergraduate catalog.

- 3.1.1 Change in PLA guideline (#3 in new catalog entry) related to alternative learning assessment methods: “PLA for knowledge gained through learning using alternative methods (experiential or online) will be evaluated for possible credit by examination by the appropriate academic department. Acceptable methods for awarding credit in these cases are using CLEP, ACE, AP, FLATS, USAFI, DANTEs, or challenge exams for existing courses. These must be approved by the academic department for the course being approved and by their college/school.” Motion made by J. Celeste Wade to approve changes, seconded by Scott Butterfield and unanimously accepted by Faculty Senate.
- 3.1.2 Change in PLA guideline (#9 in new catalog entry) “No more than 36 hours of PLA credit may be earned.” Motion made by Todd Jacob to approve changes, seconded by Muhammad Rahman and unanimously accepted by Faculty Senate.
- 3.1.3 Change in PLA guideline (#10 in new catalog entry) Fees charged for assessment should be based on the services performed in the process and not determined by the amount of credit awarded. The fee for departmental challenge exams should be the same as fees for CLEP exams. The fee for portfolio assessments should be the same as the fee charged by the USG Adult Learning Consortium. Exceptions to these fees must be approved by the Academic Policy Committee and the Faculty Senate. Students should contact the testing center or appropriate departments for associated fees.” Motion made by Scott Butterfield, seconded by Muhammad Rahman and unanimously accepted by Faculty Senate.
- 3.1.4 Catalogue presentation. Merging above changes and prior PLA changes voted on in the senate (4/22/13) with existing language in catalogue. Motion was made by Muhammad

Rahman to include policy changes as proposed and merge into existing catalogue, seconded by Todd Jacob and unanimously approved by Faculty Senate.

4.0 New Business

4.1 Presentation on QEP (Quality Enhancement Plan) document: Antoinette Miller , Chair

- 4.1.1 QEP is projected to be submitted to SACS on February 6th with due date of February 11th
- 4.1.2 Two levels of PACE (Partnering Academics and Community Engagement) Outcomes, include program outcomes (e.g., successful course completion, increased engagement activities) and student learning outcomes (e.g., related to communication, critical thinking, solving community-related problems)
- 4.1.3 Action Plan to incorporate number of activities (e.g., planning, awareness, piloting, recognition, training, monitoring & evaluation, research activities) “responsible parties,”
- 4.1.4 Variety of support strategies for faculty involved in community engagement activities, including a Community Engagement Academy, monetary support for conferences & research activities
- 4.1.5 Assessment—detailed assessment plan has been developed with a number of assessment tools, measures and responsible parties identified
- 4.1.6 Permanent QEP Committees will be established to include Implementation Committee, Data Committee, Advisory Board---members will rotate over the course of 5 years
- 4.1.7 PACE marketing campaign—To launch this semester and will include website, printed materials, Town Hall meetings, and academic department visits

4.2 Feedback and approval of QEP document James Keebler moved that the Senate endorse the QEP as presented by A. Miller, QEP chair, seconded by J. Charles, and unanimously approved by Faculty Senate.

5.0 Updates from Subcommittees

- 5.3.1 APC—No update at this time.
- 5.3.2 FAC—Meeting is scheduled for next week.
- 5.3.3 SAC—Committee continues to work on identifying designated space for lactation rooms.
- 5.3.4 UCC—Meeting scheduled for Friday.
- 5.3.5 GAC---Meeting scheduled for today at 2 pm.
- 5.3.6 SEI ad hoc committee---Committee continues to collect information re. courses that could be potentially exempt in the evaluation process (e.g., internships)

6.0 Upcoming Presentations:

- 6.1 January 27: Internships, Elaine Manglitz and Micheal Crafton
- 6.2 February 24: Complete College Georgia, Micheal Crafton

7.0 Suggestions for New Business

- 7.1 New advisement software
- 7.2 Faculty workload issues
- 7.3 Further discussion of the proposed Tobacco and Smoking policy & concerns regarding implementation of violations within private vehicles

8.0 Adjournment. Meeting was adjourned at 12:06 pm. Next Meeting: January 27, 2014