

Clayton State University Faculty Senate

Meeting Minutes

April 22, 2019

Senate Members present: Augustine Ayuk, Gail Barnes, Deborah Gritzmacher, Laura Herndon, Craig Hill (also serving as proxy for Larry Menter), Byron Jeff, Adam Kubik, Catherine Matos, Rebecca Morgan, Eugene Ngezem, Kathryn Pratt Russell, Kendolyn Smith, MeriBeth Stegall (Secretary), Mark Watson (Chair), David Williams (Vice-Chair)

Senate Members Absent: Scott Bailey, Larry Menter (represented by proxy), Stephanie Richardson, Andrew Sbaraglia

Guests: Kevin Demmitt, Tim Hynes, Sonya Gaither

| Agenda Item | Discussion | Senate Action/Resolution/Tasks |
|--|--|---|
| 1) Reading & Approval of April 8, 2019, Minutes | | The minutes of the April 8, 2019, meeting were approved as distributed. |
| 2) Reports of President & Provost i) President's Report ii) Provost's Report | <p>The President's Report is attached as Appendix A. The Provost's Report is attached as Appendix B. <i>Question:</i> Have students been notified of summer credit hour limit? <i>Dr. Demmitt:</i> Advisors notified and catalog updated. <i>Question</i> regarding international programs. <i>Dr. Demmitt:</i> 1) Overall enrollment of international students has been fairly flat. The decline in number of students from Saudi Arabia has been offset by an increase in students from other countries. 2) Slight increase in students participating in study abroad this year compared to last year. Cost is a factor. 3) Faculty exchange with Birla College, Kalyan, India, still in place. MOU will be renewed. 4) Working with other institutions in India for student exchange. <i>Question</i> whether Bridge Program enrollment for summer finalized.</p> | |
| 3) Reports of Standing Committees | <p>FAC: Larry Menter (FAC Chair) submitted an oral report. SEI committee beginning process. Will continue over summer. APC: Gail Barnes (FS Representative) suggested we invite Jill Lane to address questions from last FS meeting regarding final exam policy.</p> | |
| 4) Special Orders | | |

| Agenda Item | Discussion | Senate Action/Resolution/Tasks |
|---|------------|---|
| <p>5) Unfinished Business and General Orders</p> <p>6) New Business</p> <p>a. Motion to approve new course MKTG 4112, as approved by the Undergraduate Curriculum Committee on April 12, 2019.</p> <p>b. Motion to approve course modifications for FILM 2100, 3340, 3341, 3342, 3410, 3420, 3820, 4310, 4320, 4330, 4331, 4332, 4410, 4450, 4490, 4491 and 4492, as approved by the Undergraduate Curriculum Committee on April 12, 2019.</p> <p>c. Motion to approve change to film major, as approved by the Undergraduate Curriculum Committee on April 12, 2019.</p> <p>d. Motion to approve new course HLTH 4200 and course modification for HSCI 2111, as approved by the Undergraduate Curriculum Committee on April 12, 2019.</p> <p>e. Motion to approve changes to the Mathematics curriculum, as approved by the Undergraduate Curriculum Committee on April 12, 2019.</p> <p>f. Motion to approve changes to the Business curriculum, as approved by the Undergraduate Curriculum Committee on April 12, 2019.</p> <p>g. Motion to approve changes to the Biology curriculum and new courses or course modifications for BIOL 3700L, 3200L, 3320L, 3900, 3340L, 4325L, 3310, 3760, 3760L, 3520, 2900, 3700, 3200, 3250, and 3650, as approved by the Undergraduate Curriculum Committee on April 12, 2019.</p> <p>h. Motion to approve changes to Chemistry curriculum and new course or course modifications for CHEM 1500, 2500, 2811, 2811L, 3202L, 3311, 3311L, 3400L, 3412L, 3500, 4201, 4203L, 4207, 4208, 4209, 4311, 4413, 4500, 4811L, and 1152, as approved by the</p> | | <p>Mark Watson moved that all the UCC motions be considered as one motion. The motion was seconded. All voted in favor. The motion passed.</p> <p>Mark Watson moved that UCC motions a-l be approved. The motion was seconded. All voted in favor. UCC motions a-l were approved.</p> |

| Agenda Item | Discussion | Senate Action/Resolution/Tasks |
|---|---|--------------------------------|
| <p>Undergraduate Curriculum Committee on April 12, 2019.</p> <p>i. Motion to approve changes to African American Minor and new courses AFAM 2050 and 4100, as approved by the Undergraduate Curriculum Committee on April 12, 2019.</p> <p>j. Motion to approve changes to Sociology curriculum and new courses SOCI 4100, 4900 and 4902, as approved by the Undergraduate Curriculum Committee on April 12, 2019.</p> <p>k. Motion to approve changes to Criminal Justice curriculum and course modification for CRJU 4601, as approved by the Undergraduate Curriculum Committee on April 12, 2019.</p> <p>l. Motion to approve changes to Psychology curriculum, as approved by the Undergraduate Curriculum Committee on April 12, 2019.</p> <p>m. Parking issues</p> | <p>Question about April 16 email sent regarding charge for parking.</p> <p><i>“As a reminder, all faculty and staff are required to purchase a faculty/staff parking decal while employed at the University. You are permitted to direct pay or do payroll deduction to purchase your parking decal.</i></p> <p><i>Accordingly, faculty and staff that have not paid for the Fall 18 or Spring 19 parking permit have two options. Pay in person by April 23, 2019 or the parking permit will be automatically payroll deducted on the next pay cycle per university policy.”</i></p> <p>Question: Will faculty be charged for parking if not parking on campus? Should they be charged if they do not park on campus? Some faculty may be commuting in another mode: walking, cycling, carpooling, MARTA.</p> <p>If this is going to be a universal fee, just deduct it. Don’t call it a parking fee.</p> <p>FS parking committee members were not able to attend the second meeting of the parking committee and were not notified of the meeting at which the decision was reached to charge all faculty members a parking fee—regardless of whether they park on campus.</p> | |

FACULTY SENATE MINUTES APRIL 22, 2019

| Agenda Item | Discussion | Senate Action/Resolution/Tasks |
|--|---|--|
| <p>n. Faculty Service and Email Access</p> | <p>Dr. Hynes will discuss issue with VP Cummings. Still limited faculty parking in C lot. Students still parking in faculty assigned areas. Currently, Faculty Standing Committee Chairs do not have access to Faculty email list. They have to ask the FS Chair to send out emails. Mark Watson contacted Bill Gruska, VP OITS, who suggested FS make recommendations to new Marketing AVP regarding reasonable access to email to conduct committee business. Dr. Hynes suggested VP OITS and AVP Marketing and Communications be invited to the next FS meeting to address questions. Discussion of who should have access besides Chairs of Standing Committees. More people should have access instead of taking people out of normal channels of communication. Yammer or separate email list suggested. Considered before. Potential for abuse if all faculty have access to list. Issue with hacking—email may get hacked generating spam. Discussions started on All Faculty list may continue, can be filtered, ignored, deleted. Benefits of access outweigh issue of hacking.</p> | <p>Mark Watson announced that he has invited Jim Flowers to attend the next FS meeting to discuss faculty interaction with legislators.</p> <p>Faculty Senate officers will be elected at the May 6, 2019, meeting. Newly elected FS members will be attending that meeting.</p> |
| <p>7) Adjournment</p> | | <p>The meeting adjourned at 11:57pm.</p> |

Submitted by MeriBeth Stegall, Faculty Senate Secretary, April 22, 2019

Appendix A. President's Report

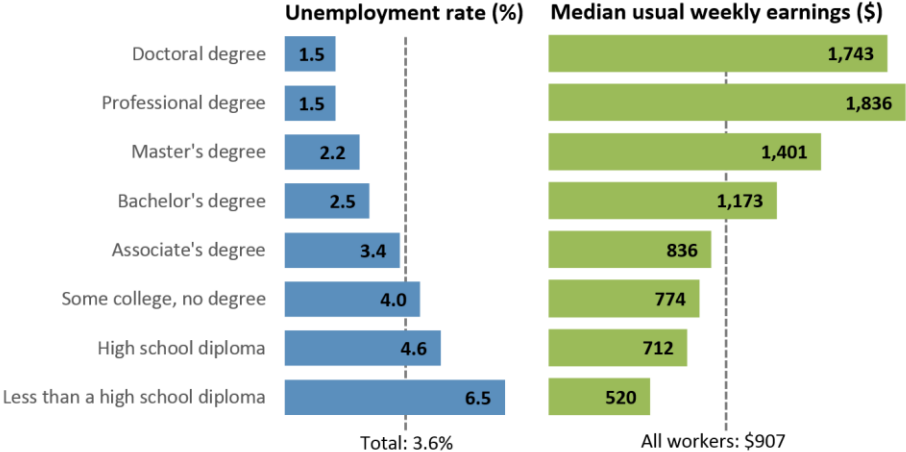
April 22, 2019

Faculty Senate

- **Budget** Two handouts include the budget statement sheet for the University of New State Appropriations, and an explanation of budget allocations, as well as salary administration. We are hopefully in the final year of share claims to formula funding, and are grateful for the inclusion of new state dollars for salary increases. The rules by which those increases, as noted, are explained in the second attachment. Many of these will be covered also at the campus open budget meeting.
- **Conflicts of interest** this issue arose from publicized work by USG Researcher and a group representing Pay Day Lenders. "April 16, 2019 Conflicts of Interest – Research and Institutional. The USG recognizes the benefits of collaboration and commercialization with the private sector and other third-party entities that supports the USG mission. The resulting relationships and agreements, however, must not undermine the public's trust, compromise the integrity of the USG mission, or inappropriately influence teaching, research, and service activities. Under no circumstances should a grant, gift, contract or other funding be accepted that in any way limits the ability of USG employees to conduct or report the results of research in accordance with applicable scientific, medical, professional, and ethical standards. Institutions shall incorporate policy and review procedures within its institutional guidelines consistent with this policy." As we develop such standards, we will be consulting with faculty senate and committee groups to implement our interpretation of this policy. We are confident that this policy will not alter what we would perceive our own institutional commitment to integrity.
- **Commencement** while graduation ceremonies for many of us are a part of the ordinary part of our academic year, they are often transformational events for a great number of our students and their families. Nearly 1/3 of our graduates are the first in the families to graduate from a college or university. And over many years, at these commencements, I have been reminded how much our students notice faculty members from whom students have learned. And so my thanks to the senate and other colleagues for attending these ceremonies. And certainly

graduation still matters

Unemployment rates and earnings by educational attainment, 2017



Note: Data are for persons age 25 and over. Earnings are for full-time wage and salary workers.
Source: U.S. Bureau of Labor Statistics, Current Population Survey.

- **Thanks and Questions**

**Allocation of State Appropriations
Fiscal Year 2020
Clayton State University**

| FY 2019 Base Budget | Amount |
|----------------------------|---------------|
| State Appropriation | \$ 27,229,079 |

| FY 2020 Formula Funding - Enrollment and Other Allocations | Amount | Notes |
|---|-------------------|------------------------|
| Enrollment Earnings (Loss) | \$ - | |
| Enhancement for Student Success | \$ 40,000 | |
| Partial offset of e-tuition revenue | \$ 74,300 | |
| Maintenance & Operations (M&O) | \$ 17,072 | |
| Merit Allocation | \$ 663,709 | |
| Health Insurance & Retiree Change | \$ 142,542 | |
| Teacher's Retirement System | \$ 26,419 | |
| Department of Administrative Services Premiums (DOAS) | \$ 3,782 | |
| Annualize FY19 Adjustments | \$ - | |
| Transfers & Other Adjustments | \$ 31,000 | Know More, Borrow Less |
| Total of Enrollment and Other Allocations | \$ 998,824 | |

Total FY 2020 State Funds Budget **\$ 28,227,903**

Institutions are expected to apply increases in state funds to institutional priorities, recognizing that there may be Federal and other mandates that take precedence. Institutions are further encouraged to dedicate appropriate tuition and other revenues to addressing stated priorities.

| Special Funding Initiatives | Amount |
|--|---------------|
| Adrenal Center | |
| Agricultural History Georgia Capitol Museum | |
| Cancer Center | |
| Center for Rural Prosperity and Innovations | |
| Georgia Center for Early Language and Literacy | |
| Georgia Film Academy | |
| Georgia Youth Science and Technology Program | |
| Graduate Medical Education | |
| Health Professions Initiative | |
| Mission Related | |
| Total Special Funding Initiatives | \$ - |

The Fiscal Year 2020 Original Budget for state funds must tie to the amounts listed above.

The Fiscal Year 2020 Original Budget for non-state funds must reflect internal revenue projections for the fiscal year.

Appendix B. Provost's Report

Faculty Senate April 22, 2019

Enrollment Update

Here is our enrollment as of Friday, April 18:

Summer 2019 Summary

Today we are at 3,471 registrations for Summer 2019. Last year today we were at 3,436. This is an increase of 1%.

We are at 24,109 credit hours registered for Summer 2019. Last year today we were at 23,377. This is an increase of 3.1%.

Fall 2019 Summary

Today we are at 3,594 registrations for Fall 2019. Last year today we were at 3,426. This is an increase of 4.9%.

We are at 39,513 credit hours registered for Fall 2019. Last year today we were at 37,220. This is an increase of 6.2%.

All of the academic departments will soon be receiving a list of all students who are eligible to register for classes but have not done so. There will be texting and phone campaigns from Enrollment Management to reach these students – but an encouraging word from a faculty member can go a long way in supporting this effort. Retaining our current students is by far the most significant driver of our overall enrollment growth. And we know that students are far more likely to graduate if they stay enrolled without taking semesters off. Helping our students stay on track and achieve their goals is a mission we all share and I encourage everyone to contribute to the efforts to reach our students who have not yet registered.

Conflict of Interest Policy Distribution

The Board of Regents requires all University System of Georgia employees complete the Conflict of Interest on an on-going basis. This form will be included in the packet with the annual contracts as a reminder to those who need to report any new or modified activity.