

Armstrong Atlantic State University
Faculty Senate Meeting
Minutes of November 18, 2013
Student Union, Ballroom A, 3:00 pm

- I. Senate President Baird called the meeting to order at 3:01 pm (see Appendix A)
- II. Senate Action
 - A. Approval of the [Minutes from October 23, 2013](#) Faculty Senate Meeting
 - B. Remarks from Ms. Brenda Forbis, Director of Marketing
 1. @Armstrong web newsletter will more prominently feature the “Kudos” section for faculty recognition. Please share any Kudos ideas with Marketing for inclusion on website.
 2. Spotlight on Armstrong homepage always features an academic related story.
 3. More academic related and faculty recognition information will be included on the digital sign in front of the Armstrong Center.
 - C. Remarks from Dr. Linda Bleicken, President
 1. Regarding questions on the response to [FSB-2013-09-23-03](#) (see Appendix B).
 - i. Plan B depends on outcome of faculty salary study. Will be meeting with the faculty salary study committee on November 25, 2013. Will then develop Plan B.
 - ii. Chancellor continues to be positive about likelihood of broad salary increases.
 - iii. Happy for opportunity to discuss issues with Faculty Senate (FS) directly instead of the back-and-forth response to bills. FS is the designated governance body to discuss faculty related issues.
 - iv. Regarding the number of positions
 - a. Filling of replacement positions is not automatic. Receives weekly vacancy report at cabinet meetings, and each vacancy is scrutinized regardless if it is new or a replacement. Faculty positions have been reallocated from one college to others based on enrollment needs.
 - b. Planning Budget and Facilities (PBF) is also having an on-going discussion regarding positions. The Office of Business and Finance will discuss this further at the January budget presentation.
 2. Regarding [FSB-2013-10-21-03](#): Domestic Partners Benefits Bill
 - i. Believes strongly in the importance of partner benefits for all. However, cannot approve bill until consultation and approval of the Armstrong Foundation Board occurs. The University System of Georgia would then be petitioned to approve the bill.
 - ii. Secondly, the cost to extend benefits to domestic partners needs to be determined.
 - iii. Thirdly, foundation funds are often restricted for specific uses by donors (e.g, specific departments, scholarships, etc).
 - iv. Finally, the University of Ga Foundation did not ultimately approve the domestic partners benefits proposal since it “did not fit their mission”.
 3. We should continue to try to have conversations before bills are sent up to find common ground and improve the likelihood of bills being approved.

4. A survey will be coming soon to students, faculty, staff, and alumni about changing the name of Armstrong Atlantic State University (AASU) to Armstrong State University
 - i. Name was changed to AASU in the past to provide a geographic reference, but many have problems properly stating our current name.
 - ii. Survey will be used to guide the process moving forward.
5. Although speculation persists regarding the merger of Armstrong with Savannah State University, there are no plans for such a merger. This has been confirmed by the Chancellor's office as well as a key state legislator. Furthermore, the legislator indicated that consolidation has not yet shown any fiscal benefits.
6. Recognized the following recent Armstrong events: "Amen Corner" , Senior Art show, Moveable Feasts Lecture Series, Teens for Literacy Program and the Armstrong volleyball team will be participating in post-conference matches soon.
7. Questions from the floor:
 - i. Did not feel question 1 and 2 (Appendix B) were not fully answered. In earlier meetings, President Bleicken indicated work on Plan B would begin, yet no specifics on Plan B development were given. Response: There will not be a plan until the salary study is completed. We are currently examining revenue sources.
 - ii. Couldn't we use previous adjustments as a reference point for estimates? Response: Possibly, but those studies were based on specific groups in 2011, faculty with compressed salaries or employed at Armstrong for 3 years or less. Performance factors were also considered in that process. Does not want to comment now on exact sources without chief financial officer present.
 - iii. President Baird noted that this discussion can continue at the January Budget meeting.

D. Presentation of Faculty Senate Resolution to the Finlay family

E. Remarks from Dr. Carey Adams

1. The Academic Calendar Committee has devised the following recommendations:
 - i. The first week of the fall semester will be moved back one week to August 18.
 - ii. Classes will end on a Friday vs. Monday. This will eliminate Reading Day.
 - iii. Final exam period will be shortened to 2 hours from 2.5 hours. This may allow final exams to be given Monday through Thursday, with the Friday left open for grading, commencement preparation, and housing moveout. Commencement will continue to be on the Saturday and grades due the following Monday.
 - iv. Questions from the floor
 - a. Concern about 4 days of final exams vs. 5 days and the burden this would create on students with 5 classes. Response: Calendar committee discussed this, and the last Friday before commencement can be used to resolve conflicts.
 - b. Concern expressed about the Monday class period being lost. Response: The final exam period will be counted toward total class time, but one day of instructional time will be lost for Monday classes.
 - c. Concern expressed about classes that are one day a week. A

Monday only class loses a whole week while one day a week classes on other days do not under this proposed plan. The academic time must be equitable across classes regardless of the day it is taught. Previous administration moved Armstrong from 8 week to 10 week summer terms. Moving back to 8 week summers would fix these problems. Response: Calendar committee will be examining summer term next. Maybe consider discontinuing Monday only classes. But this may create other issues.

- v. Committee recommends moving from 10 to 8 weeks for summer term.
 - a. Starting in 2015, summer terms would start June 8 and end July 31. This leaves 2 weeks between summer and fall, and 3 weeks between the spring and summer term.
- vi. Tentative recommendation to eliminate fall break and shift to a week-long Thanksgiving break.
 - a. Not a clear consensus from stakeholders on keeping fall break vs. shifting to a week-long Thanksgiving break.
 - b. Still need to consider housing, dining and security implications if moving to a week-long Thanksgiving break.

2. Questions from the floor:

- i. With 8 week summer terms, what about shorter terms? Response: We would have 2 four week terms along with the 8 week summer term.
- ii. Campus closed on Memorial Day, but not a staff holiday so staff must take a vacation day. Response: This issue is outside the purview of the calendar committee.
- iii. It does not seem logical to have graduation before final grades are filed. For example, if a student fails, then their graduation will become invalid. Response: Not advisable to push graduation until after grades are submitted since faculty contracts require faculty to work until graduation. A later graduation date would require faculty to work a week longer than many would deem necessary.

F. Old Business

1. Outcome of Bills

- i. [FSB-2013-10-21-03](#): Domestic Partners Benefits Bill (see II.C.1 above)
- ii. FSB-2013-10-21-04: Selected Standing Committee Elimination
 - a. This bill must be approved by all faculty before considered by President Bleicken.
 - b. This bill and other bylaw changes will be part of a faculty referendum vote this semester.

G. New Business

1. Committee Reports

- i. [University Curriculum Committee Minutes](#)
 - a. Friendly amendments to modify the minutes as follows:
 - i. III.C.8. Track I: General Economics
 - 1. ITEC 1050 - Introduction to Computer Concepts and Applications ~~or CSCI 1060 Computer Concepts and Applications Programming Concepts~~
 - 2. Track III: Business Economics
 - 3. MGT 3111 Skills in Entrepreneurship

- 4. ~~Rationale: Keeps the course choices for the general track unchanged; replace ECON 4112-4111, which was previously removed, with MGMT 3111 in Tracks II and III.~~
 - ii. Friendly amendment and motion APPROVED
 - b. IV. B.2 and 3.
 - i. APPROVED without modification
 - c. IV.D.1-10.
 - i. Discussion: If curriculum approved, unclear which departmental administrative model will be used. Response: We will allow the Board of Regents to decide which model should be used and thus which institution will provide the program director's salary.
 - ii. APPROVED without modification
 - d. IV.E.1.
 - i. APPROVED without modification
 - ii. Graduate Affairs Committee
 - a. No GCC items for discussion
2. Questions for the Commencement Committee
 - i. Question: Why are students not lined up and called alphabetically during ceremony? Response:
 - a. Committee chaired by Ms. Kathleen Platt, but represented by Dr. Amy Heaston at this FS meeting.
 - b. Graduating students lined up by degree, college, major and then alphabetically. The issue arises because two processional lines used. One of these lines will not be in alphabetical. Ms. Platt indicated that a single line processional would double the time of the ceremony.
 - ii. Question: Why were we able to call names alphabetically for 65 years prior to 4 years ago? It has not always been a single line in the past, while still maintaining alphabetical order. The alphabetical order would be restored if every other line came out from the other side. Last year several grandparents were upset because they missed their grandchild being called due to the non-alphabetical order of the names being called. Response: Dr. Heaston will take this information back to Ms. Platt for further discussion.
3. FSB-2013-11-18-03 Re-election of Senators (Appendix C)
 - i. Smaller departments requested this change.
 - ii. Bill APPROVED
4. FSB-2013-11-18-04 Creation of Senate Governance Committee (Appendix D)
 - i. Objective is to combine the duties of Committee on Committee, Elections and Constitution and Bylaws committees.
 - ii. Bill APPROVED
5. FSB-2013-11-18-05 Removal of the Research and Scholarship and Faculty Development Committees from the Standing Committees of Faculty Senate (Appendix E)
 - i. Bill needs to be split into two separate bills. The first bill will be only concerning the removal of the committees. The second bill would deal

with the creation of non-FS replacement committees.

ii. Discussion:

- a. What is rationale for removing this committee? Response: We were asked by Dr. Allison Belzer to remove this committee at the last FS meeting. Also, the Research and Scholarship committee wanted to operate outside of the FS.
 - b. Concerns expressed about losing faculty voice with removal of committees and the second bill would give the administration more control. Does this not go against our efforts to improve faculty voice and transparency? Response: This has been discussed by the Steering Committee. Also, assuming we pass the second bill, we will be specifying the structure of the replacement non-FS committee. This does not compromise our ability to pass bills on any campus related issue in the future. The second bill (creation of the replacement committees) cannot occur until the first bill is passed by faculty and approved by President Bleicken.
 - c. Concern expressed about these changes making FS even more reactionary. Response: If FS does not have anything to act on from a committee then it is not necessary for the committee to be a part of FS.
 - d. Would we be giving up the capacity to determine the committee membership? Response: This is actually part of the reason the change is needed. The committees are not currently staffed faculty with the appropriate scholarship and/or teaching experience. Also, there are issues with consistency of the Student Scholarship Symposium committee in the current structure.
 - e. Still concerned with staffing committee with senior level faculty. Junior-level faculty can still provide innovative ideas to the committee. Senior faculty do not do as much undergraduate research. Response: This may be semantics. The key intent is to staff the committees with the best faculty possible.
 - f. Restructuring of the committees can only happen if we vote to delete them in this FS meeting. FS can then pass a bill to staff the committees accordingly. Currently, FS does approve the roster of these committees as a group.
 - g. Bill APPROVED
6. FSB-2013-11-18-06 Removal of the Graduate Affairs Committee (Appendix F)
 - i. Bill APPROVED
 7. FSB-2013-11-18-07 Presidential Response to FSB (Appendix G)
 - i. President Bleicken is supportive of the bill, although this deadline will be cutting it close. The bill states that the President is “invited to respond”, so there is still not a firm deadline for presidential response.
 - ii. Bill APPROVED
 8. Call for topics for budget presentation in January 2014
 - i. It is expected that the presentation will allow for faculty questions and will just be not a one-way discussion.
 - ii. Please email Erik.Nordenhaug@armstrong.edu with budget questions to

be addressed at the meeting.

9. Faculty-Driven Planning Initiative Update

- i. After reviewing senate models for planning at other schools, PBF has now changed the focus to “Faculty Budget Priorities” vs. “Planning Initiatives”.
- ii. A faculty budget priorities survey will be sent to faculty in January. This will be followed by a faculty forum and then associated bills presented to the FS.
- iii. Please send any faculty budget priorities ideas to Erik.Nordenhaug@armstrong.edu

H. Senate Information from floor

1. Updates to the university catalog need to be sent to UCC by the January meeting. Can catalog changes be shifted online to allow for changes later in the spring semester? Response: Changes need to be submitted in time for printing the catalog and it must also be updated in DegreeWorks. The deadline may be pushed back to February in the future, but unlikely for now, given current Registrar staffing levels.
2. Regular ITS updates should be provided to FS. Concern also expressed about the privacy of email by allowing a 3rd party to handle our email. Response: The CIO will be asked to brief FS regarding these matters at a future FS meeting
3. Thus far, President Bleicken has disapproved two FS bills that had broad FS support. Some closure is still needed regarding the Domestic Partners Bill. Response: We need to get the cost information then see if there are donors willing to allocate funds towards this effort. The Faculty Welfare committee is charged with investigating this issue further. Also, the bill at least provides a formal record of the desires of FS.

III. Meeting adjourned at 4:40pm.

Yours faithfully,

Wayne Johnson
Faculty Senate Secretary

Faculty Senators and Alternates Attendance (8/19/13)

Department	College	# of seats	Senator(s) and Term Year as of 2013/2014		Alternate(s)	
Adolescent and Adult Education	COE	2	Regina Rahimi (3)	x	Rona Tyger	
	COE		Ed Strausser (3)		Lynn Long	
Art, Music, Theatre	CLA	3	Angela Horne (3)	x	Karl Michel	
	CLA		Deborah Jamieson (1)	x	Emily Grundstad-Hall	
	CLA		Elizabeth Desnoyers-Colas (1)		Megan Baptiste-Field	x
Biology	CST	3	Traci Ness (2)	x	Sara Gremillion	
	CST		Brett Larson (1)	x	Jennifer Brofft-Bailey	
	CST		Kathryn Craven (1)	x	Aaron Schrey	
Chemistry, Physics	CST	3	Brent Feske (2)	x	Brandon Quillian	
	CST		William Baird (3)	x	Jeff Secrest	
	CST		Catherine MacGowan (3)	x	Will Lynch	
Childhood & Exceptional Student Education	COE	2	Barbara Hubbard (2)	x	Patricia Norris-Parsons	
	COE		Anne Katz (1)	x	Glenda Ogletree	
Criminal Justice, Social, & Pol Science	CLA	2	Katherine Bennett (2)	x	Daniel Skidmore-Hess	
	CLA		Michael Donohue (3)	x	Dennis Murphy	
Communication Science & Disorders	CHP	1	Maya Clark (3)	x	April Garrity	
Computer Science & Info. Technology	CST	1	Ashraf Saad (2)	x	Frank Katz	
Economics	CLA	1	Nick Mangee (1)	x	Yassi Saadatmand	
Engineering	CST	1	Wayne Johnson (3)	x	Priya Goeser	
Health Sciences	CHP	2	Leigh Rich (2)		Joey Crosby	
	CHP		Janet Buelow (1)	x	Rod McAdams	
History	CLA	2	Chris Hendricks (2)	x	Michael Benjamin	
	CLA		Jason Tatlock (3)	x	Allison Belzer	
Library	CLA	1	Melissa Jackson (2)	x	Ann Fuller	
Languages, Literature, Philosophy	CLA	4	Bill Deaver (1)	x	Nancy Remler	
	CLA		Dorothee Mertz-Weigel (3)	x	Chris Baker	
	CLA		Beth Howells (3)	x	Tony Morris	
	CLA		Erik Nordenhaug (2)	x	Richard Bryan	
Mathematics	CST	3	Michael Tiemeyer (2)	x	Greg Knofczynski	
	CST		Paul Hadavas (1)	x	Tim Ellis	
	CST		Joshua Lambert. (1)	x	Jared Schlieper	
Medical Laboratory Science	CHP	1	Denene Lofland (1)	x	Chad Guilliams	
Nursing	CHP	4	Deb Hagerty (2)	x	Carole Massey	
	CHP		Jane Blackwell (2)		Luz Quirimit	
	CHP		Jeff Harris (1)	x	Jill Beckworth	
	CHP		Amber Derksen (1)		Cherie McCann	
Physical Therapy	CHP	1	David Bringman (2)	x	Nancy Wofford	
Psychology	CST	1	Wendy Wolfe (3)	x	Mirari Elcoro	
Radiologic Sciences	CHP	1	Shaunell McGee (1)		Rochelle Lee	
Respiratory Therapy	CHP	1	Christine Moore (3)		Rhonda Bevis	

Questions regarding the Disapproval of FSB [2013-09-23-03](#):

We agree with the need for “open lines of communication,” “transparency,” and “shared governance.”

With that in mind and given that the bill form was not “optimal,” we request response to and discussion of the following questions as follow up to FSB [2013-09-23-03](#):

1. This bill expresses concerns regarding both the number of and the total budgeted amounts of administrative salaries in relation to the number of and total budgeted amounts of faculty salaries. The salary study will make recommendations for adjustments and raises that may not be totally achievable within the constraints of next year’s budget. Your comments at the September Senate meeting asserted that an alternative plan or Plan B for addressing adjustments (or at least partial achievement of the salary study recommendations) would need to be developed. What is the alternative plan and, if one has not been formulated, where are you in the process of developing an alternative plan?
2. You stated “this bill is not an optimal method with which to communicate faculty concerns.” The Faculty Senate shared governance structure dictates that all official faculty concerns and recommendations come through the faculty senate (whose records are transparent and open to the public) to the senate president who then communicates them to the President in the format of a bill or resolution. You have suggested that faculty come in to talk with you in your office to share concerns. While these private conversations may be one mechanism for communicating individual concerns, the Faculty Senate is the official mechanism for faculty representation, as defined by the Senate constitution and Bylaws. Are you suggesting the faculty senate is NOT the optimal method for shared governance, or are you suggesting another mechanism for communicating concerns and opinions from faculty other than in the form of resolutions and/or bills? What would those be?
3. Your figures demonstrate that of the 54 new positions filled or intended to be filled AY 2013-2015, half are replacement positions. The figures indicate only 34% (or 30 million) of the total FY 2013 expenditures of 88 million dollars is being spent on INSTRUCTION. According to Schedule J for 2014, there are 267 TEN-MONTH positions costing a total of 15.3 million while there are 454 TWELVE-MONTH positions costing a total of 23.2 million. Of the 721 total number of AASU positions, 63% are TWELVE-MONTH contracts and 37% are TEN-MONTH contracts. It is a reasonable question to ask: Are these ratios “the norm” or do they indicate “imbalance” for us? What about within the context of UGA system or among comparable schools?

FSB-2013-11-18-03

Re-election of Senators

The Bylaws of the Faculty Senate of Armstrong Atlantic State University are hereby amended as follows:

Article V, Section A, Paragraph 3 is deleted and replaced by the following:

3. Senator may serve two consecutive three-year terms, but a three-year wait period is required before that Senator may be elected again.

FSB-2013-11-18-04

Creation of Senate Governance Committee

To help simplify senate committee structure and ease demand on the elections committee to continually find volunteer candidates, the Elections Committee proposes the creation of the SENATE GOVERNANCE COMMITTEE (and the simultaneous dissolution of Constitution and Bylaws Committee, Committee on Committees, and the Elections Committee). Moreover, all three of the existing committees are RELATED and responsible for reviewing and enforcing the GOVERNANCE of the senate itself, so it makes sense that the functions of these three committees occur in a coordinated and unified way which would occur more easily if all of these duties were performed by ONE single committee instead of three separate committees. The proposed SENATE GOVERNANCE COMMITTEE will take on the functions of the Constitution and Bylaws Committee, the Committee on Committees, and the Elections Committee.

Sections B, C, and D of Article IX of the Bylaws of the Faculty Senate of the Armstrong Atlantic State, which refer to the charges, duties, and membership of the following committees: Elections, Committee on Committees, and Constitution and Bylaws, are hereby modified as follows:

SECTION B. ~~Elections Committee~~ Senate Governance Committee

Charge: The committee will regularly review the Constitution and Bylaws and the charges of each committee of the Senate to keep them up-to-date and effective as well as developing and maintaining the nominations and election processes.

~~This committee shall develop the nominations and election processes.~~

Duties: The Committee assures that the membership and work of each committee is consistent with the bylaws. The Committee can propose changes to committee and senate bylaws and inform the Senate of any change(s) in committee structure. This committee has the responsibility to propose revise, or eliminate Senate committees and standing committees of the Senate. The Senate must approve any changes in committees' bylaws. This committee is responsible for maintaining the membership of each committee and the senate via the election processes. These election duties include:

~~This committee shall~~

1. solicit nominations and accept nominations
2. determine willingness to serve
3. prepare slates of nominees
4. conduct university wide elections for the Standing Committees of the Senate
5. conduct elections for the Senate Committees
6. manage the election process
7. announce the results of elections
8. have the authority to call special elections.

Membership: The ~~Senate Governance Elections~~ Committee shall consist of ~~six~~ five Senators elected by the Senate. The Parliamentarian will serve as an ex officio, non-voting member of the committee. No

member of the [Senate Governance Elections](#) Committee can be nominated for Senate office.

~~SECTION C. Committee on Committees~~

~~Charge: The committee will regularly review the charge of each committee of the Senate to keep it up-to-date and effective.~~

~~Duties: The Committee assures that the work of each committee is consistent with its bylaws. The Committee can propose changes to committee bylaws and inform the Senate of any change(s) in committee structure. This committee has the responsibility to propose revise, or eliminate Senate committees and standing committees of the Senate. The Senate must approve any changes in committees' bylaws.~~

~~Membership: The Committee on Committees shall consist of four Senators elected by the Senate.~~

~~SECTION D. Constitution and Bylaws Committee~~

~~Charge: The Committee shall annually review the Constitution and Bylaws of the Senate and make recommendations for changes to the Senate.~~

~~Duties: This committee will review and make recommendations on the bylaws of each Senate committee and each Standing Committee of the Senate. Proposals for changes to the Constitution of the Senate and/or the Senate's bylaws must be reviewed by this committee.~~

~~Membership: The Committee on the Constitution and Bylaws shall consist of three Senators elected by the Senate.~~

Section G of Article X of the Bylaws of the Faculty Senate of the Armstrong Atlantic State is hereby modified as follows:

SECTION G. The [Senate Governance Elections](#) Committee will solicit nominations of Senators and conduct elections of Senators who will serve on standing committees. One Senator shall serve on each standing committee. The Senator will be a voting member of the committee but will not serve as the chair. This SECTION does not apply to the University Curriculum Committee.

FSB-2013-11-18-05

Removal of the Research and Scholarship and Faculty Development Committees from the Standing Committees of Faculty Senate

The Bylaws of the Faculty Senate of the Armstrong Atlantic State University are hereby amended to delete Section D of Article X, which refers to the missions, duties, membership, meetings, and reports of the Research and Scholarship Committee.

The Bylaws of the Faculty Senate of the Armstrong Atlantic State University are hereby amended to delete Section H of Article X, which refer to the missions, duties, membership, meetings, and reports of the Faculty Development Committee.

~~Each year, the coordinators of undergraduate research from the College of Science and Technology and the College of Liberal Arts, as well as a faculty representative from the College of Education and College of Health Professions will form the **Undergraduate Research Committee** which will be responsible for running the Student Scholars Symposium and distributing undergraduate research grants to students. If possible, the committee shall be comprised of an equal number of faculty members from each college. The Associate Provost for Student Engagement and Success and the Director of the Honors program will serve as ex-officio, non-voting members of the committee.~~

~~The Director of Faculty Development and the VPAA/Provost will form, by appointment of the deans, the **Review Board for Faculty Development Grants and Awards** to review Advanced Academic Leave and Internal Grant applications. The Review Board shall be comprised of two faculty members from each college to serve for two consecutive years on the board. If possible, of the faculty selected from each college, one should have accrued a distinguished record of scholarship and the other, a strong track record of exemplary teaching.~~

FSB-2013-11-18-06

Removal of Graduate Affairs Committee from Standing Committees of Faculty Senate

The Bylaws of the Faculty Senate of the Armstrong Atlantic State University are hereby amended to delete Section L of Article XI, which refer to the missions, duties, membership, meetings, and reports of the Graduate Affairs Committee (GAC).

FSB-2013-11-18-07

Presidential Response to Faculty Senate Bills and Resolutions

Whereas Article II, Section I, Number 2. invites the President “to respond to [bills and resolutions] within thirty days;”

The faculty senate requests the response time be reduced to 21 days to ensure adequate faculty review and consideration of the President’s comments by the subsequent Senate meeting to allow for the open communication, transparency, and shared governance desired by all.

Article II, Section I, Number 2 of the Bylaws of the Faculty Senate of the Armstrong Atlantic State University are hereby amended as follows:

2. The President of the University will be invited to respond to these recommendations within ~~thirty~~ twenty-one days.