



5-1-2015

## Faculty Senate Minutes | 2014-2015

JSU Faculty Senate

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## FACULTY SENATE MINUTES

**September 8, 2014, 3:15 p.m.**  
**1101C Houston Cole Library**

**Members Present:** Scott Beckett, Robbie Boggs, Ben Boozer, Cynthia Connor, David Dempsey, Windon Edge, Guillermo Francia, Doug Gordon, Pitt Harding, *Brett Johnson*, Raina Kostova, Bethany Latham, Stacey Mann, Todd McKerchar, Ron Mellen, Ellen Peck, Teje Sult, Charlcie P. Vann, Melanie Wallace, David Wood

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**Members Absent:** Tim Barnett, *Mark Camp*, *Mike Davis*, Mark Hearn, Kory Hill, Alexandra Martinez, J. Patrick McGrail, Chris Murdock, Charles Notar, Donna Perygin, Margaret Poplin, Erin Rider

**I. Call to Order:** President Melanie Wallace called the meeting to order and introduced guests in attendance.

**II. Guests: (1) President Meehan** provided copies of Fall 2014 census data, commenting that it was a “mixed bag” of news, but not as bad as it has been. Overall head count is 8,659, down 34 from Fall 2013 (undergraduates are up 59, while graduate numbers are down 93); this is not as large a decrease as in recent years, so we seem to have “turned the tide.” Overall Credit Hour Production (CHP) is 96,847 (nonremedial), down 1,093 credit hours, despite the prediction of an increase by orientation numbers; this, of course, means a loss of tuition revenue. Dual enrollment (CORE) increased by 222 students. Fall 2014 Quickfacts reported 2,589 freshmen—significantly more than sophomores or juniors—so work still needs to be done to retain freshmen and attract more transfer students. Dr. Meehan noted that our 661 first-time transfer students have an average age of 26. The number of international students is down; however, the recently audited English Language Institute continues to attract international students who stay at JSU, bringing in net revenue. Over the past year, 1,699 degrees were conferred. The 6-year graduation rate is 30%, but Dr. Meehan remarked that this standard calculation does not account for those who start at JSU and transfer to other professional programs. First-year retention is up to 72% this fall, and Pell Grant awards are up slightly after a huge hit last year. Dr. Meehan highlighted the record enrollment in Honors courses (549 enrollments, 378 unduplicated students). Distance Education student numbers are down 41 (–2.5%, not significant); note that, again, undergraduate numbers are up, while graduate numbers are down. The first-time freshman ACT score distribution shows a 3-point increase over 7 years.

Dr. Meehan summarized by saying that he had hoped for increased enrollment and revenue—and some early numbers seemed to point that direction—but it did not happen; he was aware that, unfortunately, that means no raises for faculty this year. He anticipates that every other university will increase tuition this year; we have not raised tuition for 2 years, which helps us to attract and retain students. However, we will have to raise tuition (probably 4% or so) for next year to cover the operating budget and provide needed raises; nevertheless, we will not break our promise to keep tuition at or below the median state 4-year college tuition level. He pointed out an interesting trend that students today are choosing colleges in metropolitan areas; Dr. Turner added that UAB is now our biggest competitor, not junior colleges (as it was 5–10 years ago). Perhaps students are looking for college locations where they can find jobs; it could help us attract more students to JSU if city plans come to fruition to make Mountain Street more of a business/entertainment district. His final remarks were to thank faculty for what we do; students

tell him that they enjoy JSU because they can actually develop relationships with and talk to their professors—that's how we compete with larger universities. This is Dr. Meehan's last regular Faculty Senate meeting; Dr. Melanie Wallace will represent the faculty on the presidential search committee this year.

\*In recognition of Dr. Meehan's retirement, Dr. Wallace announced that the Faculty Senate intended to plant a tree on campus in his honor—to remind him of how “deeply rooted” he is at JSU. She also presented him with a 50<sup>th</sup> anniversary edition of Shel Silverstein's *The Giving Tree*, which would be given to him permanently after Senators have the opportunity to sign the book.

(2) **Dr. Rebecca Turner (Provost and VPASA)** pointed out that financial aid regulations are a “daily changing landscape” for us. It would be advantageous to have only one summer term, so we will be wrestling with that question. Departments should find out what their students need—and what they will actually take—in the summer and schedule course offerings accordingly in a more strategic fashion. The promotion and tenure call has gone out; binders can be picked up in Dr. Turner's office. In response to a question about making the process electronic, Dr. Turner replied that the summary could probably be done electronically in the future, but supporting evidence would be more difficult to submit electronically.

(3) **Dr. Rosalynn Martin, PHR, Director of Human Resources** since April 2011, invited faculty to the first annual employee appreciation ice cream social on Oct. 3 at the Alumni House from 3:00–4:15 p.m.; personal invitations will be mailed Sept. 22. She announced that the 2014 administrator review should arrive Sept. 15 by email, allowing faculty to anonymously give feedback on their department head.

(4) **Allyson Barker, Controller and acting VP, Administrative and Business Affairs**, commented that her staff have worked to get financial aid refunds to students as quickly as possible; they have also automated book vouchers so that students can more efficiently use their financial aid at our bookstore.

(5) **KaSandra Russaw, PHR, Benefits Manager**, reminded faculty of the Sept. 10 PEEHIP open enrollment online deadline. A new PEEHIP wellness screening is required by May 15, 2015, to avoid a premium increase; there will be information sessions on campus Oct. 1 and there will be limited on-campus screening sessions on Oct. 10. There are screening forms to be used by a primary care physician; no copay is required if the visit is strictly for preventative services. She referred faculty to the PEEHIP website for clarification (<http://www.rsa-al.gov/index.php/members/peehip/>), particularly the September *Advisor* (<http://www.rsa-al.gov/index.php/members/peehip/pubs-forms/peehip-newsletters>).

(6) **Vinson Houston, VP, Information Technology**, introduced Evelyn Bragg, Director of Learning Technology. One of her primary duties will be to serve as liaison between faculty and the division of Information Technology; thus, he will encourage her to attend Faculty Senate meetings.

**III. Approval of Minutes:** The May 2014 meeting minutes were approved.

**IV. Unfinished Business:** none.

## V. New Business:

**A. Recognition of New Senators:** Dr. Wallace recognized incoming Senators—these include Patrick McGrail, Cynthia Connor, Stacey Mann, Bethany Latham, David Wood, and new SGA President Brett Johnson. [Note: Other new Senators have been elected since this meeting.]

- Dr. Wallace asked **SGA President Brett Johnson** to address the Senate:
  - (1) He encourages faculty to remind students to use the Academic Center for Excellence (ACE)—there are extended hours until 2 a.m. Monday–Thursday.
  - (2) The SGA has an initiative to improve campus spirit—which may help increase retention. Everyone is encouraged to wear red or JSU apparel on Fridays. Also the SGA will begin a shirt swap program on Fridays in the TMB by which students can trade other college shirts for JSU shirts; others will be donated to charity.
  - (3) Higher Education Day is April 9 in Montgomery; instructors are encouraged to structure class assignments and exams so that students are able to participate.

## B. Committee Assignments:

- Dr. David Dempsey, Secretary, reminded Senators to send him information regarding their committee preferences and their department alternates.
- Dr. Wallace gave an overview of the Faculty Senate standing committees and indicated that every Senator should serve on at least one. Committees will elect their chairs, who will also serve on the Executive Committee. The Honors Committee will be needed soon to deal with Emeriti Faculty nominations. She noted that committees should meet approximately monthly and submit written reports to her.
- Dr. Wallace discussed the need for a Faculty Senate Web Manager. Bethany Latham volunteered, so Dr. Wallace appointed her to the position.
- Dr. Wallace asked Senators to send her names of possible guests to invite to future Senate meetings.

**C. Recommendations Assigned to Committees:** none.

## VI. Announcements:

- Charlcie Vann announced the first Library Lunchtime Lecture of this year, to be held Thursday, Sept. 11, at noon on the 10<sup>th</sup> floor of the library. Mr. Edward Wood, a native of the area who witnessed Jim Crow laws, will present his documentary entitled “My Anniston.”

**VII. Adjournment:** The meeting was adjourned by Dr. Wallace at 4:30 p.m.

## FACULTY SENATE MINUTES

**October 13, 2014, 3:15 p.m.**  
**1103C Houston Cole Library**

**Members Present:** Tim Barnett, Scott Beckett, Paul Beezley, Robbie Boggs, Ben Boozer, Cynthia Connor, David Dempsey, Windon Edge, Guillermo Francia, Doug Gordon, Pitt Harding, Mark Hearn, Kory Hill, *Brett Johnson*, Raina Kostova, Bethany Latham, Stacey Mann, J. Patrick McGrail, Todd McKerchar, Ron Mellen, Chris Murdock, Ellen Peck, Rebecca Peinhardt, Donna Perygin, Margaret Poplin, Erin Rider, Teje Sult, Charlcie P. Vann, Melanie Wallace

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**Members Absent:** *Mark Camp, Mike Davis, Charles Notar, David Wood*

**I. Call to Order:** President Melanie Wallace called the meeting to order, distributed binders to new Senators (others can get new ones by request), and introduced our guest.

**II. Guest: Ms. Gena Christopher, Director, Faculty Commons,** discussed the mission of the Faculty Commons as JSUs Center for Excellence in Teaching and Learning, as well as resources available for faculty. The theme for this, the center's first year, is "Teaching for REAL—Relevant, Engaging, Active Learning." There are several activities already planned, and faculty are encouraged to contact Ms. Christopher with ideas for other ways they need support.

- Faculty Mentor Training for the QEP is ongoing this year.
- The REAL Classroom Design Project is accepting applications from faculty teams who want to create collaborative learning spaces in their departments. Up to 8 classrooms will be funded by recommendation of the Faculty Commons Advisory Board, with awards up to \$10,000 each. Faculty must work with students to choose furnishings, but they need not already have finished plans for the redesign; winning teams will receive guidance and support in this planning process. (The application deadline is December 1, 2014.)
- Faculty may initiate Learning Communities for various purposes—faculty committees, book clubs, any group of faculty meeting for a common purpose; the Faculty Commons has a small budget to assist with some expenses (snacks, etc.).
- The Faculty Lecture Series will invite four prominent speakers to campus this year. Dr. Bill Rankin was the first; the next, on November 14 (10:00 a.m., 11<sup>th</sup> floor HCL) will be Dr. Erik Christensen, who will talk about his experience flipping the classroom.
- "Talk and Walk" (or "Talk and Talk" for those unable to walk): Faculty members will meet monthly during their lunch breaks to discuss a particular topic of interest as they walk together around campus. Participants may be asked to watch a short video or read an article beforehand.
- REAL Teaching Grants of up to \$2,000 are available for any pedagogical project. The Advisory Board will evaluate proposals; up to 4 will be awarded. (The application deadline is November 3, 2014.)
- Faculty are encouraged to come visit the Faculty Commons offices in 216–217 Self Hall and make use of the space for meetings or just to hang out and share ideas. There will be an open house just before the Christmas break.

**III. Approval of Minutes:** The September 2014 meeting minutes were approved as corrected.

**IV. Officer Reports**

#### **A. President's Report—Dr. Melanie Wallace**

- Dr. Wallace introduced the Senate officers present (Windon Edge, President-Elect; David Dempsey, Secretary; Robbie Boggs, Historian).
- At the September 18 University Council meeting, a new summer term calendar was approved, after lengthy discussion, to include only May 4 Week, May 6 Week, May 12 Week, and June 6 Week terms. Concerns were raised as to how this would affect faculty summer pay and how May term obligations would be handled, as well as how to provide faculty input before such decisions are made; the Policies and Welfare Committees were asked to brainstorm input on the matter.
- At the October 1 University Council meeting, information was shared on the updated degree evaluation software, CAPP (Curriculum Advisement Program Planning). Faculty are encouraged to make use of this in Banner when advising students. A tutorial video can be viewed on the Academic Advisement website and JSU YouTube. A student information video on CAPP, “Cocky Gone Mad,” will premier this month on those websites and on the scoreboard at football games.
- When Dr. Wallace approached the Physical Plant staff about planting a tree in honor of Dr. Meehan, they offered to plant a tree and also place a bench on a concrete pad nearby without cost to us; the Faculty Senate will only pay for the plaques.

#### **V. Unfinished Business:**

- Senators were asked to sign the copy of *The Giving Tree* presented to Dr. Meehan at the last meeting.

#### **VI. New Business:**

- A question was raised as to the criteria for Presidential candidates; the Executive Committee has discussed this, as well. Dr. Wallace and SGA President Brett Johnson are both on the Presidential Search Committee and will represent faculty and student interests, asking such questions when the opportunity arises. That committee will meet following the October 20 Board of Trustees Meeting. Dr. Wallace said that she intends to send regular updates (within the boundaries of established confidentiality agreements of the search committee) to Senators about the status of the Presidential search.
- A motion was made to task the Executive Committee with writing a statement to convey faculty concerns, contributions, and/or inquiries about the Presidential search early on in the process. Senators were asked to email Dr. Wallace with ideas for such a recommendation.
- Senators were asked to encourage faculty to join the Higher Education Partnership.
- A question was raised about the fate of a proposal to raise adjunct salary. The Welfare Committee was tasked with investigating.

#### **VII. Announcements:**

- History—Dr. Don Prudlo has secured a grant to fund the Antigone Lecture Series, which opens on Oct. 16 with a lecture by Dr. David Corey (Baylor University) on “Liberty in the Ancient World.”
- Drama—Chekov’s *The Seagull* premieres Oct. 16–19. Tickets are \$8 for JSU personnel.

**VIII. Adjournment to Committees:** The meeting was adjourned by Dr. Wallace at 4:22 p.m. The Standing Committees, having been appointed by the Executive Committee, met briefly to elect Chairs and make plans to meet, if necessary.

## FACULTY SENATE MINUTES

**November 10, 2014, 3:15 p.m.**  
**1103C Houston Cole Library**

**Members Present:** Tim Barnett, Paul Beezley, Robbie Boggs, Ben Boozer, *Mark Camp*, Cynthia Connor, David Dempsey, Windon Edge, Guillermo Francia, Doug Gordon, Pitt Harding, *Brett Johnson*, Raina Kostova, Bethany Latham, Stacey Mann, J. Patrick McGrail, Ron Mellen, Chris Murdock, Charles Notar, Ellen Peck, Rebecca Peinhardt, Erin Rider, Teje Sult, Charlcie P. Vann, Melanie Wallace, David Wood

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**Members Absent:** Scott Beckett, *Mike Davis*, Mark Hearn, Kory Hill, Todd McKerchar, Donna Perygin, Margaret Poplin

**I. Call to Order:** President Melanie Wallace called the meeting to order and introduced guests.

**II. Guests:** **Ms. Euris Belle, Principal with Diversified Search (Atlanta); Mr. Ronnie Smith, JSU Trustee and Chair of Presidential Search & Screening Committee; and Dr. Rosalynn Martin, JSU Director of Human Resources and Committee Member**, had expressed an interest in hearing from faculty and so were invited to attend the Senate meeting. Dr. Windon Edge, Senate President-Elect, moderated a discussion based on questions prepared by the Executive Committee; afterward, our guests asked Faculty Senate members for feedback on some of their own questions.

- Guests were first asked to comment on the process and timeline for selecting a new President for JSU and to clarify the roles of the search firm and the Search & Screening Committee. The Committee, made up of trustees, administrators, the Faculty Senate President, the SGA President, and area businesspeople, was appointed by the JSU Board of Trustees to assist them in identifying candidates for the JSU Presidency. Diversified Search was retained to assist with gathering information, creating a leadership statement for the job posting (by the end of the Fall term), finding well-qualified candidates, vetting candidates, and maintaining a secure database to maintain candidate confidentiality until 3-5 final candidates are chosen by the Search & Screening Committee to submit to the full Board of Trustees (goal for February). Diversified Search was chosen because of their 40 years of experience in the executive search business, their experience with regional academic institutions, and the proximity of available personnel (Birmingham and Atlanta).
- There is currently a standard job description, but it will be updated soon after the Committee gathers input from various stakeholders, including faculty, students, alumni, and area businesspeople. Priorities for candidate qualifications, accomplishments, and management style will be based on input from stakeholders and will be written with the help of representatives from Diversified Search.
- Once the final candidates are selected and brought to campus, there will be an opportunity for faculty to meet and talk to the candidates and then offer feedback to the Committee. Faculty are also welcome to submit nominations via email during the search.
- Dr. Edge distributed a list of preferred Presidential traits and characteristics—developed by the Senate Executive Committee based on input from faculty across campus—and then asked our guests if they had follow-up questions regarding the list.
- Ms. Belle said that, in addition to finding out what we want in a new President, she would like additional information to help sell JSU to potential candidates; so, she asked us to

think about what brought us to JSU and what makes our institution unique. Among the many qualities voiced were that JSU is in a great location (small town close to large cities) with a low cost of living; it is a friendly place to work where faculty have the opportunity to teach many different classes and engage in a wide variety of scholarly and service activities with the support of the university; the student body is large enough to have diversity but small enough to allow faculty to work closely with and get to know their students.

**III. Approval of Minutes:** The October 2014 meeting minutes were approved.

**IV. Officer Reports**

**A. Faculty Honors—Dr. Ellen Peck** reported that Emeriti Faculty applicants were approved.

**B. President’s Report—Dr. Melanie Wallace** reported that:

- The *Summer 2015 Online General Education Pilot Study*, implementing more competitive pricing for online undergraduate summer tuition, has been approved.
- There is a proposal to charge \$439 per credit hour for graduate hybrid courses (51%–99% online), the same rate as for fully online graduate courses.
- The College of Nursing is sponsoring a 5K run in April to raise money for nursing scholarships; in addition, the College received a donation of two high fidelity simulators from the University of South Carolina–Aiken.
- Dr. Tommy Turner has been appointed Associate Dean of the College of Education and Professional Studies.

**V. Unfinished Business:**

- The signed copy of *The Giving Tree* was given to Dr. Meehan.
- The tree and bench plaques honoring Dr. Meehan have arrived. The tree should be planted in late February; a “golden shovel” event will be planned later.

**VI. New Business:** none

**VII. Announcements:**

- Drama—Agatha Christie’s *The Mousetrap* premieres Nov. 13–16.

**VIII. Adjournment:** The meeting was adjourned by Dr. Wallace at 4:34 p.m.

## FACULTY SENATE MINUTES

**January 12, 2015, 3:15 p.m.**  
**1103C Houston Cole Library**

**Members Present:** Tim Barnett, Robbie Boggs, Ben Boozer, Cynthia Connor, David Dempsey, Windon Edge, Guillermo Francia, Doug Gordon, Pitt Harding, Mark Hearn, Kory Hill, *Brett Johnson*, Raina Kostova, Stacey Mann, J. Patrick McGrail, Todd McKerchar, Ron Mellen, Chris Murdock, Ellen Peck, Chad Anderson (alt. for Margaret Poplin), Erin Rider, Teje Sult, Charlcie P. Vann, Melanie Wallace, Tracy Windle, Greg Pass (alt. for David Wood)

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**Members Absent:** Scott Beckett, Paul Beezley, *Mark Camp*, *Mike Davis*, Bethany Latham, Rebecca Peinhardt, Donna Perygin,

**I. Call to Order:** President Melanie Wallace called the meeting to order and introduced guests.

### II. Guests:

**A. Mr. Brett Johnson, SGA President** (Faculty Senate, ex officio) described results of a student survey, carried out at the request of the Board of Trustees, on what attracts students to JSU (recruitment) and keeps them here (retention).

- Top reasons to attend JSU: Proximity to hometown; affordable tuition and lack of hidden fees; availability of scholarships; quality of academic programs; friendly atmosphere.
- Top ways to keep students enrolled at JSU: Improve quality of academic advisement; add course offerings; increase number of scholarships; keep costs below average; update facilities; lessen restrictions on students (e.g., library hours, dining options, housing visitation policies).
- Top ways to recruit students: Offer more scholarships (freshmen, transfer, dual enrollment, graduate); invest in student activities; increase degree and course offerings (both online and traditional); make application and transition process easier; keep costs low; improve customer service; introduce or improve marketing campaigns (e.g., hyper-local).
- All students had the opportunity to respond to the survey. About 60–70 students responded to the survey and others gave feedback when Mr. Johnson met with student organizations or classes; about 300–400 students in total gave feedback.
- Senators agreed that local and regional marketing is vital. Mr. Johnson recommended to University Council that we create more partial scholarships; he also said that we may need more local employment opportunities for students. On the issue of advisement, Senators discussed the need for faculty to communicate effectively with students and the need for students to make an effort to meet with advisors early on and consistently throughout their program of study. Other related ideas included establishing primary advisors in each department, having at least annual updates for faculty on financial aid guidelines, and asking orientation personnel to help manage student expectations of advisement.

**B. Ms. Buffy Lockette, JSU Director of Public Relations, and Mr. Tim Garner, Director of Marketing & Communications,** described rationales and proposed methods for marketing JSU to prospective students.

- Mr. Garner stressed the need to show the added value of attending JSU, as the price will likely increase. He said that the faculty are the “brands” or “products” that we need to market to demonstrate that value. One way to do this is by updating the Faculty Experts file. His staff can handle the graphics, photography, typesetting, etc., but they need the faculty to help improve the “story.”
- Ms. Lockette explained the need to update the Faculty Experts Guide, so that her office can distribute it to local and regional media outlets and work to get JSU in the news more. She asked faculty to thoughtfully submit updated information for the Guide—email instructions for filling out a simple web form and uploading a CV will get to faculty soon. She also asked us to send her story ideas, so that her staff can write news articles to showcase our research and community service, as well as to highlight interesting stories about students’ experiences at JSU.
- Submit story ideas to [blockette@jsu.edu](mailto:blockette@jsu.edu) or go to [www.jsu.edu/news](http://www.jsu.edu/news) and click the “Submit News” tab.

**III. Approval of Minutes:** The November 2014 meeting minutes were approved.

#### **IV. Officer Reports**

**A. Committees**—no reports.

**B. President’s Report**—**Dr. Melanie Wallace** reported that:

- The President’s job listing has been posted, and the Presidential Search webpage (<http://www.jsu.edu/president-search/>) has added the Leadership Statement which includes a lot of our faculty and student input. Dr. Rosalynne Martin took a new job at UNC-Wilmington, so Ms. KaSandra Russaw was appointed to replace her on the Presidential Search & Screening Committee. We should have more updates after the job posting closes Feb. 6.
- Founder’s Day is February 23; this may include Dr. Meehan’s tree planting.
- The Summer 2015 schedule changes have been posted in the Academic Calendar.
- A new policy on scholarships (awaiting final approval) would allow students to apply multiple institutional scholarships to cover tuition, room, and board.
- A committee was formed to review existing JSU travel policy.
- The College of Nursing is sponsoring a 5K run on April 11 to raise money for nursing scholarships. They request our help to identify sponsors or runners—contact Nursing secretary Carla Willingham (782-5425).
- The next Graduation Fair is February 26 from 2:00–6:00 in the TMB Auditorium.
- Higher Education Day is April 9.

**V. Unfinished Business:** none

**VI. New Business:** none

**VII. Announcements:** none

**VIII. Adjournment:** The meeting was adjourned by Dr. Wallace at 4:26 p.m.

## FACULTY SENATE MINUTES

**February 9, 2015, 3:15 p.m.**  
**1103C Houston Cole Library**

**Members Present:** Tim Barnett, Scott Beckett, Paul Beezley, Robbie Boggs, Ben Boozer, Cynthia Connor, David Dempsey, Windon Edge, Doug Gordon, Pitt Harding, Kory Hill, *Brett Johnson*, Raina Kostova, Bethany Latham, Stacey Mann, J. Patrick McGrail, Todd McKerchar, Ron Mellen, Chris Murdock, Ellen Peck, Rebecca Peinhardt, Donna Perygin, Chad Anderson (alt. for Margaret Poplin), Erin Rider, Teje Sult, Charlcie P. Vann, Melanie Wallace, Tracy Windle, Greg Pass (alt. for David Wood)

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**Members Absent:** *Mark Camp, Mike Davis, Guillermo Francia, Mark Hearn*

**I. Call to Order:** President Melanie Wallace called the meeting to order and introduced guests.

### II. Guests:

**A. Dr. Janet Moore, Director of Academic Enhancement & Tutoring Services,** [moore@jsu.edu](mailto:moore@jsu.edu), spoke about the effects of her department's new grant—"LInCs to Success: Campus-Wide Integration of Academic Support Services"—a \$2.2 million U.S. Dept. of Education Strengthening Institutions award to improve college student success.

1. Program goals include establishing a centralized infrastructure for customized academic support; using an early warning system to systematically identify student needs; and increasing the capability to serve more students.
2. Using input from a faculty advisory council, the program was structured to help fill in gaps in academic support, rather than duplicating services.
3. Program objectives include involving faculty in the development of learning communities; reconfiguring computer labs and improving technology for tutors and supplemental instruction (SI) leaders; increasing the number of trained tutors and SI leaders; expanding the hours and locations for learning communities across campus; creating a resource library for tutors and SI leaders; and hiring full time staff, including a retention specialist (new hire Chelsea Thornton was introduced) to assist with the early warning system and retention intervention efforts.
4. While only scheduled tutoring was available in the past, the grant has allowed the creation of drop-in tutoring and self-service assistance, including the Martin Hall science tutoring center (7:30-5:30 M-F), the ACE Math Lab after hours (4:30-9:00 M-R, 6:00-9:0 Sun), and a much-needed Research/Writing Lab (variable drop-in hours) to assist with scholarly writing and documentation.
5. The grant provided funding for 10-12 Supplemental Instruction (SI) student leaders each semester. The program, intended for traditionally difficult or "gateway" courses, has expanded to Intro Biology, Intro Chemistry, Organic Chemistry, Macro/Microeconomics, Calculus, and Exercise Physiology/Kinesiology.
6. GradesFirst, a web-based student-retention and tutorial management system, has been implemented campus wide (beyond use by athletics) in order to track student usage of support services and to allow faculty to record attendance, keep advisement records, and issue early alerts for at-risk students (for any reason).
7. Early Alerts can be issued by faculty or staff for students struggling for a variety of reasons. Each alert creates a "case" which will be directed by the retention specialist to the appropriate person on campus; multiple users will be able to

communicate information relating to the case. The system also documents the interventions offered to the student, in order to track which are successful.

**B. Dr. Joe Walsh, Associate Vice President for Educational Technology & Support, [ejwalsh@jsu.edu](mailto:ejwalsh@jsu.edu),** updated us on several items of interest to faculty:

1. The QEP has been minimized to a pilot study of iPad usage in targeted classes taught by the 14 QEP faculty mentors. Due to lack of funding, iPads will *not* be distributed to all incoming freshmen.
2. We are in the first year of a new 5-year contract with Blackboard; after we considered other learning management systems, Blackboard lowered their price.
3. A new website, ONLINE@JSU has been designed exclusively for online students, which has perhaps enabled online enrollment to increase by 300 students this semester. See <http://www.jsu.edu/online>.
4. A pilot program this summer will advertise online Arts & Sciences general studies courses offered at the on-campus price (with the goal of encouraging our students who go home over the summer to take online courses at JSU) and then analyze the data collected on summer enrollment. The data could support a decrease in our online tuition rate; it is near the median in our geographic region.
5. Dr. Walsh touted the benefits of a hybrid learning environment with deliberate utilization of best practices in face-to-face and online teaching. This nationwide trend can have benefits for students (who may be able to save travel time and fit in more classes) and for the university (by maximizing efficiency of space usage and course offerings).
6. Dr. Walsh reiterated the services offered by the Faculty Commons, including grants, teaching communities, and space in Self Hall for faculty use.
7. In response to a question about the higher cost of online courses, Dr. Walsh pointed out the extra expense of 24/7 online Blackboard support and costs associated with working out state reciprocity and articulation, while JSU has no technology fee.
8. In response to a question about proctoring issues, Dr. Walsh agreed to look into disseminating more information about proctoring options to students and faculty.
9. In response to a question about out-of-state advertising, Dr. Walsh said that our programs have to be approved by other states (in addition to ACHE) and that some agreements to offer online programs require us to have no physical presence or advertising in that state.
10. In response to a question regarding faculty bonuses for creating online courses now coming out of department summer budgets, Dr. Walsh indicated that there was no room in his budget currently to fund this, but that he would like to revisit this reward structure. His vision is to offer a certified online instructor course for faculty during the summer, preferably with a stipend, and reward faculty through competitive grants for innovative course design. He hopes to have a pilot program this summer. In response to a suggestion by a Senator to address the different needs of, say, the humanities and the sciences, Dr. Walsh said that he hopes to have a common first course and then maybe branch off into different areas.
11. Dr. Walsh also said that he would like to have instructional designers going out to work with faculty in different areas; he invited faculty to talk to him about setting up meetings with small groups of faculty in their department.
12. In response to a question about Panopto (a video capture system), Dr. Walsh said that it was being piloted for the College of Education and that they are also looking at other vendors of similar software to compare price structures.

**III. Approval of Minutes:** The January 2015 meeting minutes were approved.

#### **IV. Officer Reports**

##### **A. Committees**

- **Faculty Honors**—Dr. Ellen Peck reminded everyone of open nominations for university faculty awards; the deadline is March 21.

##### **B. President's Report—Dr. Melanie Wallace** reported that:

- Mr. Don Thacker is serving as interim internal auditor.
- The Graduate Council made two policy changes: (1) The maximum student load for graduate students is now 13 hours/semester, and (2) academic forgiveness (as for undergraduates) will be available for graduate students beginning Fall 2015.
- Sam Monk, University Counsel, informed the University Council that the practice of faculty selling textbooks is unethical. Discussion ensued; Dr. Wallace said that Mr. Monk indicated that more information would be provided at a later date.
- Dean John-Bauer Graham is chairing the hiring committee for the new HR Director.
- Mr. Tim Garner is working on a new public relations campaign in Birmingham, Huntsville, and other smaller markets.
- The President's job posting closed Feb. 6; applications were forwarded directly to Diversified Search. The Presidential Search Committee will meet Feb. 25 to review applications and narrow the field of candidates; they will meet again Mar. 9 at 11:30 a.m., prior to the next Faculty Senate meeting.
- Several Board of Trustees members expressed interest in attending Faculty Senate meetings as guests; Dr. Wallace issued a general invitation, gave them the dates for the remaining meetings, and will send email reminders.

##### **V. Unfinished Business:**

- Dr. Wallace reported that the tree and bench dedicated to Dr. Meehan would be placed soon; a dedication ceremony is being planned, perhaps prior to our April meeting.

**VI. New Business:** The Senate discussed the need to clarify procedure regarding committee requests for information from administrators. The Executive Committee will discuss and report back at a later Senate meeting.

##### **VII. Announcements:**

- A special Wellness Wednesday meal will be offered Feb. 11 in 118 East Mason Hall; the cost is \$7 for faculty and reservations can be made by calling x5054.
- The JSU Technology Fair will be held Feb. 27 in Leone Cole Auditorium. Faculty are needed to judge a variety of middle school projects; those interested should contact the Technology & Engineering Department (x5294).
- The Drama department will present the family-friendly musical "A Year with Frog and Toad" the weekends of Feb. 19–Mar. 1.

**VIII. Adjournment:** The meeting was adjourned by Dr. Wallace at 5:08 p.m.

## FACULTY SENATE MINUTES

**March 9, 2015, 3:15 p.m.**  
**1103C Houston Cole Library**

**Members Present:** Tim Barnett, Scott Beckett, Paul Beezley, Robbie Boggs, Ben Boozer, Cynthia Connor, David Dempsey, Windon Edge, Guillermo Francia, Doug Gordon, Pitt Harding, Mark Hearn, Kory Hill, Raina Kostova, Bethany Latham, Jeff Van Slyke (alt. for Stacey Mann), J. Patrick McGrail, Todd McKerchar, Ron Mellen, Chris Murdock, Rebecca Peinhardt, Donna Perygin, Chad Anderson (alt. for Margaret Poplin), Erin Rider, Charlcie P. Vann, Melanie Wallace, Greg Pass (alt. for David Wood)

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**Members Absent:** *Mark Camp, Mike Davis, Brett Johnson, Ellen Peck, Teje Sult, Tracy Windle*

**I. Call to Order:** President Melanie Wallace called the meeting to order and introduced guests, including Dr. Tim King and four JSU Trustees—Mr. Clarence Daugette, III, Mr. Randy Jones, Ms. Gale Saxon Main, and Mr. Ronnie Smith.

### II. Guests:

**A. Mr. Ronnie Smith, JSU Trustee and Chair of Presidential Search & Screening Committee,** updated the Senate on the progress made by his committee. Diversified Search employees have given search committee members access to presidential candidate profiles on their secure website and have assisted the committee in narrowing the sizeable pool down to 15 candidates. In today's search committee meeting, members further narrowed the pool to 8 candidates with broad diversity in terms of academic credentials and skills. The committee plans to conduct offsite interviews (to protect anonymity) to help identify the final 3–5 candidates, whose names will be brought to the full Board of Trustees. The final names will be publicized when the Board determines which to bring to campus. The goal for this is the April Board of Trustees meeting, but there is no guarantee.

**B. Dr. Tim King, Associate Vice President for Enrollment Management & Student Affairs,** [tbking@jsu.edu](mailto:tbking@jsu.edu) (x5020, 102 BG) gave Senators an overview of the Student Affairs divisions he oversees (Admissions, Financial Aid, Registrar, Housing, Student Life, Recreational Sports, Disability Support Services, Counseling Services, University Police, Student Health Center) and other duties which actually take most of his time—dealing with Title IX issues and hazing allegations, all of which he investigates.

1. Title IX is a 1972 federal law which prohibits gender discrimination. While most people know that it applies to women's athletics, other portions of the law prohibit actions which infringe on a person's right to education—such as sexual harassment, sexual assault, stalking, domestic violence, etc.
2. Faculty members are considered “reporting persons”—which means that we are required to report (to Dr. King) if we have knowledge of a student being a victim of sexual assault, stalking, domestic violence, etc. Dr. King will investigate and coordinate with UPD and Counseling Services, as necessary; he is always on call to handle situations. His take-home message: “If you hear something, REPORT IT.”
3. A centralized approach is necessary nowadays, as universities are expected to have policies and procedures in place to deal with these issues. Dr. King is, of course, careful to follow these, as even alleged mishandling of cases can hurt the university.

The Office for Civil Rights (OCR) maintains a public website listing investigations of campuses where Title IX cases were allegedly improperly handled; if charges are substantiated, the university could be fined or lose federal funds.

4. When asked whether JSU had an intervention team, he responded affirmatively that we have a Behavioral Concerns Team made up of faculty, staff, university police, and counselors, who meet at any time to assess situations and determine if there is an imminent concern.
5. When asked how faculty can help with regard to the other departments in his oversight, Dr. King responded that they all need our support—especially Admissions. It helps for faculty to view themselves as recruiters, having a positive attitude toward JSU wherever we go. He also stated that many of our students need “intrusive involvement” from us with regard to advising or even personal issues, as some students may not speak up and seek help.

**C. Mr. Randy Jones, JSU Trustee,** asked to update Senators on progress the Board of Trustees has made on issues brought up during his first visit to the Faculty Senate four years ago.

1. The Student Health Center partnership with Regional Medical Center has become a reality, resulting in extended hours, more doctors, and better recordkeeping.
2. In response to concerns about the college readiness of our student population, the Trustees have raised the minimum ACT score requirement for unconditional admission and now have a minimum high school GPA requirement. He hopes that this will lead to greater retention and a higher graduation rate.
3. Mr. Jones mentioned the recent agreement between the College of Nursing and RMC-Jacksonville to create a new respiratory therapy program with a state-of-the-art simulation lab.

**III. Approval of Minutes:** The February 2015 meeting minutes were approved as amended, following a suggestion by Mr. Scott Beckett.

#### **IV. Committee Reports**

- **Faculty Honors**—Dr. Ellen Peck reminded everyone of open nominations for university faculty awards; the deadline is March 21.

#### **V. Unfinished Business:**

- A dedication ceremony for the tree and bench dedicated to Dr. Meehan will likely take place just prior to our April meeting.

#### **VI. New Business:**

- Dr. Paul Beezley asked Dr. Wallace to thank the Physical Plant staff and whomever else was involved in completing the sidewalk between Merrill Building and Stone Center, as well as Sodexo for the food truck stationed in the Stone Center parking lot.

#### **VII. Announcements:**

- A Wellness Wednesday meal will be offered Mar. 11 in 118 East Mason Hall; the cost is \$7 for faculty and reservations can be made by calling x5054.
- The JSU Technology Fair has been rescheduled for March 13.

**VIII. Adjournment:** The meeting was adjourned at 4:10 p.m.

## FACULTY SENATE MINUTES

**April 13, 2015, 3:15 p.m.**  
**10B Houston Cole Library**

**Members Present:** Tim Barnett, Paul Beezley, Robbie Boggs, Ben Boozer, Cynthia Connor, David Dempsey, Windon Edge, Guillermo Francia, Doug Gordon, Pitt Harding, Kory Hill, *Brett Johnson*, Raina Kostova, Bethany Latham, Jeff Van Slyke (alt. for Stacey Mann), J. Patrick McGrail, Todd McKerchar, Ron Mellen, Chris Murdock, Ellen Peck, Donna Perygin, Erin Rider, Charlcie P. Vann, Melanie Wallace, David Wood

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**Members Absent:** Scott Beckett, *Mark Camp*, *Mike Davis*, Mark Hearn, Rebecca Peinhardt, Margaret Poplin, Teje Sult, Tracy Windle

**I. Call to Order:** President Melanie Wallace called the meeting to order and introduced:

**II. Guest: Mr. Gordon Stone, Executive Director of the Higher Education Partnership (HEP)**, reported on current affairs of our state government of interest to institutions of higher education and on his organization's efforts to work for our interests in Montgomery.

- The state budget is the primary concern for HEP. Governor Bentley has proposed a 3.5% increase for universities, along with additional revenue generators, mainly for the general fund, which is in real trouble. There has been little support in the Senate, but Stone believes that the actual budget will be somewhere between the Governor's and the Senate's versions and that universities may see some increase in funds.
- One issue is that the Rolling Reserve Act, which requires the budget to be based on a 15-year revenue average to avoid proration, would not allow for much budget increase. There may be an attempt in the legislature to tweak this act to give more budgeting flexibility when revenue increases, which would help universities.
- Alabama will continue to struggle until taxes are less sensitive; 60% of education funds come from income taxes, so we need to grow more jobs with college degree requirements, which would help grow the economy and income tax revenue. We are currently heavily invested in automotive and aeronautical manufacturing, with limited upward growth potential, so we need to get legislators to look beyond these sectors. The HEP is involved in research that would show that investing in universities (the largest single industry in Alabama) helps to create more "higher incomes," which, in turn, helps the economy and tax revenue.
- Stone continues to help spread the message of the importance of Alabama's 14 public universities, just as he has throughout his 18 years working with the HEP. Legislators are supportive but cautious, as many have a predetermined policy in mind but lack much information about higher education. Stone agreed that constituents' talking to individual legislators was helpful, but it's even more important to talk to legislative leaders to change their thinking as they lead policy changes.
- The HEP sponsored a successful Higher Education Day in Montgomery on April 9. Stone commended our SGA President, Brett Johnson, who served as Chairman of the Student Presidents Council and spoke at Higher Education Day.
- Stone encouraged anyone who had not already joined the partnership to do so by visiting the HEP website < [www.higheredpartners.org](http://www.higheredpartners.org) > .

**III. Approval of Minutes:** The March 2015 meeting minutes were approved.

#### IV. Committee Reports

- **Honors**—Dr. Ellen Peck said that the committee would meet briefly after today’s Senate meeting to narrow down the nominations and name award recipients. They are working toward implementing an electronic submission process and clarifying the submission requirements.
- **Elections**—Nominations are still open for Vice President/President-Elect, Secretary, and Historian of the Senate. Dr. David Dempsey, Secretary, named the Senators who were up for re-election this year and reminded them to arrange for departmental elections this month, communicate the results to him and Dr. Wallace, and bring newly elected Senators to the May Faculty Senate meeting.
- **President’s Report:**
  - University Council approved a new policy requiring student self-reporting of prior criminal charges/convictions (in order to meet federal requirements).
  - Electronic cigarettes/vaping will be added to the existing smoke-free policy.
  - The new Director of Human Resources will begin work on May 1.
  - Dr. Wallace asked Dr. Windon Edge to discuss the Committee Guidelines for Investigative Functions, created by the Executive Committee to clarify Senate committee functions. According to Senate bylaws, committee investigations occur at the instruction of the Faculty Senate, and these guidelines suggest that committee chairs notify and consult with the Executive Committee prior to proceeding with investigations, in order to best develop a strategy and avoid duplication. The Faculty Senate President should be copied on any official request, but should not be copied on an unofficial (individual) request for information.

#### V. Unfinished Business:

- Dr. Wallace asked for nominations for Senate officers and remarked that nominations would remain open until the May meeting.
  - Vice President/President-Elect: Dr. Chris Murdock was nominated (by Ms. Robbie Boggs)
  - Secretary: Ms. Bethany Latham was nominated by Dr. Windon Edge. Ms. Latham asked about her current duties as Webmaster, but it was determined that she could certainly continue to serve in that appointed position, though it is not necessarily a part of the Secretary’s job.
  - Historian: Dr. Stacey Mann self-nominated.

#### VI. New Business:

- Dr. Pitt Harding brought up concerns about the Academic Calendar, especially the shortchanging of Monday evening classes. Dr. Wallace will ask again about getting more faculty representation on the university calendar committee.
- Dr. Paul Beezley thanked Dr. Wallace for her service on the Presidential Search Committee.
- A dedication ceremony was held today for the tree and bench placed by the Faculty Senate in honor of outgoing university President Meehan.

#### VII. Announcements: none

#### VIII. Adjournment: The meeting was adjourned at 4:46 p.m.

## FACULTY SENATE MINUTES

May 11, 2015, 3:15 p.m.  
1103C Houston Cole Library

**Members Present:** Tim Barnett, Scott Beckett, Robbie Boggs, Ben Boozer, Cynthia Connor, David Dempsey, Windon Edge, Guillermo Francia, Doug Gordon, Pitt Harding, *Brett Johnson*, Raina Kostova, Bethany Latham, Stacey Mann, J. Patrick McGrail, Todd McKerchar, Ron Mellen, Chris Murdock, Ellen Peck, Rebecca Peinhardt, Donna Perygin, Teje Sult, Laurie Charnigo (sub. for Charlcie P. Vann), Melanie Wallace, David Wood

**Members Absent:** Paul Beezley, *Mark Camp*, *Mike Davis*, Mark Hearn, Kory Hill, Margaret Poplin, Erin Rider, Tracy Windle

**I. Call to Order:** President Melanie Wallace called the meeting to order and thanked Senators for their service this year.

**II. Approval of Minutes:** The April 2015 meeting minutes were approved.

### III. Unfinished Business:

- Nominations and election of Senate officers for 2015–16: Dr. Wallace presented current nominations and asked for any further nominations (there were none); she then asked candidates to speak briefly before Senators voted on each office.
  - **Vice President/President-Elect: Dr. Pitt Harding** (Assoc. Prof. of English) was elected; Dr. Chris Murdock was the other nominee.
  - **Secretary: Ms. Bethany Latham** (Associate Professor, Library (Technical Services)) was elected, as she was the only nominee.
  - **Historian: Dr. Cynthia Connor** (Asst. Prof. of Special Education) was elected; Dr. Stacey Mann was the other nominee.
- **Dr. Windon Edge** (Asst. Prof. of Nursing), outgoing Vice President/President-Elect, was installed as the new **President**.

### IV. Committee Reports

- **Honors**—Dr. Ellen Peck reminded everyone of the Faculty Awards ceremony the next day, May 12, and thanked her committee for their time and thoughtfulness during the award selection process.
- **SGA**—**Tyler Brown** was introduced as the new SGA President.
- **President's Report:** Dr. Wallace announced that:
  - Dr. John M. Beehler had been selected as JSU's 12<sup>th</sup> President.
  - Changes in per diem calculations had been recommended for out-of-state and international travel; University Council has not yet approved this.
  - Faculty are reminded to make full use of *MyJSU* for up-to-date information.

### V. New Business:

- Dr. Tim Barnett asked that the Senate next fall investigate the costs and benefits of travel to China.
- Dr. Windon Edge presented a letter written to Mr. Jim Bennett, Chair of the JSU Board of Trustees, expressing appreciation for the well-executed Presidential search and request for faculty input, with special thanks to Mr. Ronnie Smith, Chair of the

Presidential Search & Screening Committee. A motion was passed that the letter be signed and sent to Mr. Bennett.

- Dr. Edge also presented a letter to Dr. John Beehler to congratulate him, welcome him to JSU, and extend an offer of assistance during the presidential transition. A motion was passed that the letter be signed and sent to Dr. Beehler.
- Newly elected Senators who attended were introduced, as is our custom in May.

**VI. Announcements:**

- Dr. Ellen Peck announced the upcoming June production of *Into the Woods*, to be held at the Oxford Performing Arts Center in collaboration with the Center and the JSU Music Department.
- Dr. Cynthia Connor announced that the student chapter of Phi Delta Kappa (Professional Education Association) were organizing a collection of basic school supplies for needy K-12 students. The collection box in Ramona Wood Hall will remain until October, at which time the collection will switch to Toys for Tots, then to school supplies after Christmas.
- Dr. Windon Edge will email Senators to solicit input on Senate meeting guests for next year.

**VII. Adjournment:** The meeting was adjourned at 4:00 p.m. by the new Senate President, Dr. Windon Edge.