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Faculty Senate Minutes | 2021-2022

JSU Faculty Senate

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Senators present: Paul Hathaway, Frank Wang, Michael Alvidrez, Wendy Stephens, Don Bennett, Jada Murray, Falynn Turley, Reggie Overton, Carrie Kirk, Karlie Johnson, Yingqi Tang, Coco Huang, Monica Trifas, Jeff Dodd, Missy Duckett, Mark Sciuchetti, Andres Crawley, Russell Hammack, Kimberly Wickersham, Chris Inman, Jimmy Triplett, Helen Kaibara, James Woodward, Kay Lang, Makenzie Bayles, Arlinda Wormely, Sayyed Shah, Jeffrey van Slyke, James Watkins, Brooke Robinson

Senators absent: Tray Ridlen, Jeff Pruitt, Travis Easterling, Jeremy Ross

**Faculty Senate Meeting Agenda
August 23, 2021 3:15pm
Houston Cole Library rm. 1103C**

I. Call to order- 3:17 pm by President Hathaway

Dr. Hammack has windbreakers and letters of service for all faculty senators from last semester. Dr. Hathaway will have the agenda at each meeting and it will not be emailed.

II. Approval of Minutes- Motion for approval by Dr. Hammack 2nd: Dr. John Bennett.
No opposed. Motion approved.

III. President Killingsworth- Welcome and thank you to senators from President Killingsworth. Th SGA president, Brooke Robinson, acknowledged. Updates:
President Killingsworth states we are off to a great start. Enrollment for Fall is 1865. This is the largest freshman class in history at this institution. Nine million dollars given to students this week. How much each received was broken down by expected family contributions and FASFA. Pell grant recipients received the most. Then, it trickles down. This is the most sent out to this date. Enrollment is down for continuing students and they are being called to enquire why they have not registered. We are looking for resources and help for these students to be able to return. Dual enrollment is up for this semester.

Capital projects:

Merrill Hall opened but it is not complete and technology, etc is not working. Some classes started there at Merrill, and everything should be working by the end of September.

JSU South is in its second phase. The first phase included the roof and HVAC. It should take twelve months for the remodel to be complete. The Brookstone building was purchased for \$15million.

College of Education and Professional Studies:

Kitty Stone will be vacated by SBIC and the College of Education will move from Ramona Wood to Kitty Stone and continue to grow. There is a new degree which will be pursued. The Doctorate of Education is slated to begin the Fall of 2022. Also, childcare opportunities for students, faculty, staff, and community will be planned. Hopefully, grant opportunities will occur to help fund this project. This will facilitate student success. The plan is to take 2 pods and have full day child care available.

Ramona Wood will house the Department of Criminal Justice (which they requested). This will bring this department back together and allow for growth.

College of Arts and Humanities- The Randy Owen Concert Hall (ROC) will be a 1000 seat concert hall, recording studio and have 2 rooms large enough to house the Marching Southerners. This will cost the University \$45 million. This construction will allow for a concentration on music and will be state of the art acoustically.

The Student Success Center is now housed in the Houston Cole Library (HCL). It is fully open and operational. A charge was given to Dr. Tim King, vice-provost of

student success, to give students every resource possible to help them be successful. 3 floors are available at the HCL which houses this department.

Strategic plan: The President thanked people serving on the University Strategic Plan Committee. There will be a survey sent out soon to gauge the faculty/staff, student, alumni, and parent thoughts regarding the direction needed for the strategic plan. There are 3 overarching words to guide the University Strategic Plan. They are discover, engage and reach. Trustees will vote in October on the proposed strategic plan.

Planning and work on the upcoming SACSCOC accreditation will begin. The accreditation team will come to JSU in 2024. Dr. Louise Clark was the guru of accreditation visit preparation. Our thoughts are with her family regarding her passing last week.

The President assured the Faculty Senate that the University is working through the current traffic problems.

Dr. Hathaway continues to work with President Killingsworth and Dr. Shelton and meets with them monthly.

IV. Provost Shelton-

Advisement: Dr. Bavonese is responsible for academic and career advising. She has been named Assistant Vice Provost of Advising. This is housed under Student Success. There will be changes in advisement to come. First course to first career is a program JSU is looking at.

Dr. Shelton will come monthly to the Faculty Senate Meetings to keep us updated. Salary compression plan began 2 years ago. The Senate felt that salary equity was an issue. President Killingsworth allowed each division to take the 2% annually given to the faculty and staff and use it as they felt was needed. Dr. Shelton decided that academic affairs will use the money for their division for salary compression. CUPA salary data and professional salary data was reviewed. Historically, employees with higher ranking jobs which move to lower ranking jobs have shown no change in pay for support staff. So, we have staff that are being paid more than their current job description. Those employees will not receive a raise. There is a similar situation with professional staff. There is inequity across campus in relation to salary. This will not be fixed in one year. It will take several years to equalize salaries. Some people will receive no pay raise from the 2% each division received this year. Another source to equalize pay is the salary savings from recent retirees. Deans have spent all summer looking at salaries of all employees. This will continue over the next year. The 2% raise for all employees is equal to 1.2 million dollars. Thank you and appreciation from Dr. Shelton for all Faculty.

Dr. Hathaway thanked Dr. Killingsworth and Dr. Shelton for Grand Slam event

V. Tammy McCain- Tier I & II changes as well as benefit enrollment were scheduled to be addressed however Tammy McCain has left the University. Tiffany Reaves could not come due to contract work being completed.

VI. SGA President/Representative

Brooke Robinson, SGA President- She is a senior Communication major. She updated the Faculty Senate on J week activities, Spirit on Mountain Street, the splash

bash, and get on board day. The Freshman convocation and Presidential convocation occurred this week. She invited faculty to come for any events hosted by SGA. Ms. Robinson urged faculty to have patience with students this year regarding traffic and class start times. There is a town hall at 5 pm at TMB auditorium scheduled for tonight.

VII. Old Business

- a. Survey from the Advocacy/Welfare Committee- Dr. Hathaway discussed that if a department is not coming through with expectations, then we need to deal with those issues. A survey has been composed to be sent out to all faculty. It is in the Canvas Faculty Senate Course shell. Let Dr. Hathaway know if there are any issues with the survey. We need a huge response rate from faculty. The Provost want to see the responses from the survey. A question was presented to by Dr. Inman as to how the survey will be sent out. Dr. Hathaway stated that he would have Dr. Shelton send it out from her listserv.
- b. Policy for awarding Honorary Doctorates- Dr. Dodd has worked on this through the summer. The draft is in the canvas shell for review. Please read it and a discussion and vote on which version to select will occur at the next meeting. The portion in red is an alternate version and may be a sticking point for the Board. After the Faculty Senate approves, we take the draft to President Killingsworth and Dr. Shelton for feedback. Then it will go to the Board of Trustees. This policy may be in Board of Trustees handbook and the Policy and Procedure manual. Dr. Hathaway wants everyone to review this draft so they are ready to vote.

VIII. New Business

a. Bylaws amendment- Foundation Board, Faculty Directors

An amendment has been presented by Dr. Hathaway for a vote. Dr. Hathaway has searched and cannot find any prior criteria for selection of Faculty Directors for the Foundation Board. The goal is each director will serve for a 3 year term for 3 possible consecutive terms. There will then be a mandatory term off before being eligible for another term. The new term will start in January. Emily Sims left JSU so we need to fill her term. We need to select someone to finish this term and then carry on for a full term in January.

A question was presented as to the duties of a Faculty Director. The Director helps move the foundation money. We would like a faculty member to always serve as one of the directors on the foundation board. The administration has 2 deans already serving. Let Dr. Hathaway know if you have anyone in mind that has an accounting background, which was requested by Emily Messer. We must pass the amendment first. Please read so this can be voted on.

b. Committee assignments- Assignments have been made. The committee assignment sheet is in the Canvas shell. We need to select committee heads before the next meeting.

IX. Call for department concerns-

Dr. Hathaway talked to all department heads and deans. There is a morale problem on campus. One issue presented is a communication gap to faculty. We need to work on this issue as a Faculty Senate. It is important that we get information out to departments from Faculty senate meetings.

There was an open call for any other concerns: Dr. Hammack brought up tenure and promotion requirements for early T&P requests. It is not clear in the verbiage of the policy. One question is ‘what does this consist of’? Dr. Hathaway and Dr. Sciuchetti agreed. Dr. Sciuchetti brought up that faculty who have already met criteria for promotion are waiting to publish more until it will count for their next promotion. Dr. Hammack also brought up a need for Faculty Counseling Support. He hopes this can be looked into.

X. Announcements-

Dr. Bennett informed the Senate that the English department is looking for a Graduate assistant. Contact Andrea Porter if you know of anyone.

Two librarians left JSU. The process for approval to replace those two librarians is in process. If you are not sure who to contact with needs on these 2 vacant floors, contact John Upchurch or Carlie Johnson

WW may want to come for meetings at JSU. Anyone interested let Falynn Turley know.

Micah Meecham announced that the Faculty Commons is preparing for further sessions. A survey is going to be sent out soon. If there are any ideas, we are to let her know.

Online@JSU has professional development this fall. Here is the link for this opportunity:

<http://www.jsu.edu/online/faculty/TeachingandLearningSeriesFall2021.html>

XI. Adjourn- Motion for adjournment by Dr. Bennett and 2nd by Dr. Hammack. Meeting adjourned at 4:34 pm.

Senators present: Paul Hathaway, Frank Wang, Michael Alvidrez, James Watkins, Wendy Stephens, Don Bennett, Jeff Pruitt, Jada Murray, Reggie Overton, Yingqi Tang, Jianping Huang, Monica Trifas, Jeff Dodd, Missy Duckett, Mark Sciuchetti, Russell Hammack, Brooke Robinson, Chris Inman, James Woodward, Arlinda Wormely, Jimmy Triplett, Falynn, Turley, Karlie Johnson, Jeffrey Van Slyke, Kimberly Wickersham, Helen Kaibara, Jeremy Ross, Makenzie Bayles, Kay Lang, Andres Crawley
Senators Absent: Tray Ridlen, Sayyed Shah, Carrie Kirk, Travis Easterling

**Faculty Senate Meeting Agenda
September 13, 2021, 3:15pm
Houston Cole Library rm. 1103C**

- I. Call to order – 3:18 pm
- II. Approval of August Minutes- Dr. Bennett motion to accept. Dr. Alvidrez 2nd the motion
- III. President Killingsworth- Absent
- IV. Chief Barton gave an update. Public Safety –
- V. Law enforcement is here to serve, and adjustments have been made over the last few months. The community policing piece has been focused on. They are becoming more visible. There is a full staff now since two officers were hired this summer that have experience in law enforcement.

Emergency preparedness- Emergency drills are scheduled. Building managers will be involved in these drills.

Covid- Covid case numbers have declined over the last 2 weeks. We now have ½ the number of cases we were experiencing 2 weeks ago. The number of active cases as of this week is now in the 40s. Reported contacts at the SHC have declined. Calhoun County is still up in their covid numbers.

Vaccination – Since March over 2000 faculty, staff, and students on campus have been vaccinated. 3000 faculty, staff, and students have applied for the University

vaccination incentive. Vaccine opportunities will remain available. Group vaccinations can be requested if there are 10 or more people to vaccinate. CHPW is having a covid vaccination clinic every Tuesday at Leone Cole Auditorium. This will also correlate with the flu clinic which is done every year. There will be a Game Day vaccination clinic at Saturday's game (9/18/21). This will be a Pfizer vaccine since Pfizer is FDA-approved. Boosters are available for immunocompromised individuals. The ADPH has narrow restrictions on who qualifies for this. A county-wide coordination meeting is planned to coordinate delivery of the 3rd dose so when authorization is given, we will be ready.

Mask mandates- The COVID task force is advising the cabinet, board, and President on continued decisions on the mask mandate. The ultimate decision rests with the President. Shorter time frames (2 weeks) are being used for mask mandate re-evaluation. The dates have been removed to reduce confusion about whether there was a mandate. At football games, masks are not required. However, indoors masks are still required.

Campus Parking- Parking issues are a priority and are listed in the top tier of issues to resolve.

- VI. Dr. Tim King- Learning Services- 256-689-7824 is Dr. King's number if anyone has questions about learning services or Student Success.

Student success center- Several events are planned this week to make students aware that Student Success is here for them. Almost 800 students have come by since class started. Please continue to promote the center to your students. Financial concerns are the number 2 reason why students don't succeed and leave an institute of higher

education. The #1 reason is fit due to students feeling isolated. We must promote student engagement. The Success center is having a midterm prep to discuss test-taking strategies. Encourage all students to sign up for the JSU navigate app.

Dr. King advised if you are having an absenteeism issue with a student send them to a tutoring session to work on an assignment. Tutoring lasts until 8 pm Mon- Thurs and the Student Success Center is open until 11 pm.

The retention rate is 73%.

VII. Mica Mecham- Faculty Commons-

The fall professional development series is available on the Faculty Commons website. The theme is *Flexibility, Adaptability, and Availability Teaching in the New Classroom*.

Any ideas for professional development ideas should be sent to Mica Mecham. Any department needs should be presented to Mica and they can be college or departmental-specific.

Right now, Faculty Commons shares a room with online@JSU. They will be changing rooms in the spring.

Faculty Commons is planning to pair with the Student Success Center for a couple of sessions at the library. One session will be on tutoring (Oct 1st) and the other on supplemental instruction (not sure of the other date).

Sessions are recorded on TEAMS and placed in digital commons for viewing by any faculty that cannot attend.

VIII. SGA President/Representative- Brooke Robinson

Advisement is coming up.

Information is being sent out to the students that the best thing to do when approached by protestors on campus is to walk away.

The library will begin to stay open until midnight to serve more students.

Parking- If you have any concerns or students approach you with concerns over parking, have them email the SGA president @ SGApres@stu.jsu.edu.

IX. Old Business

- a. Survey from the Advocacy Committee- Great feedback has been received from the survey. Revisions and suggestions are needed. Faculty can give their thoughts and ideas to bolster the support of faculty in this survey. Encourage your faculty to respond so Provost Shelton has good information to work with. The advocacy committee will also be working on the results from the survey.
- b. Policy for awarding Honorary Doctorates- Dr. Dodd: The question has been voiced regarding what it is an Honorary doctorate of? That needs to be discussed and added. There are revisions to work on.
- c. Bylaws amendment- Foundation Board, Faculty Directors
Dr. Hammack motioned for a vote and Dr. Overton 2nd the motion. A vote was carried out on this with 30 senators in favor and no one opposed.
- d. Committee Chairs- Chairs will be assigned if there are no volunteers. The Policy Committee is already voting. So, assigning of chairs will be postponed.

X. New Business

- a. Proposal for resolution for Early Tenure Policy update- Policy Committee will be working on this. Dr. Shelton is supportive but returned it to the Faculty Senate to come up with the Policy proposal. Issues with the policy as it is right now included that it is vague and it is left up to the chair or department head. This could lead to issues. We will need to review all the Tenure & Promotion policy and update. The process should be reviewed. The suggestion was voiced that it should go to Dean's Council. Everyone should send their department's T&P policy to Dr. Dodd so we can see what each College and Department does. Early T&P is the biggest issue/concern. We should have equality across campus. Also, exemplary should be defined in the policy. Also, who decides if the work is exemplary? Perhaps it should be the faculty in the department deciding if the work is exemplary. More clarity is needed and what each department requires should be explored. Dr. Inman provided a link that shows how to access your EvaluationKit for T&P <https://youtu.be/0OEPjL4VMqo>. These go back to the Fall of 2016. Dr. Kaibara voiced that exactly what prior publications or services will count so it is not left up to verbal communication. Prior meaning prior to JSU employment. Dr. Inman mentioned that certificates will be provided for all faculty who attended workshops or presented at workshops for Online@JSU to include in their FAR.
- b. Faculty Development- Salary adjustments letters should go out next week to 700 faculty. 180 faculty won't see a raise. This will show in the October paycheck.

So, salary inequity does not occur again, several options are being explored. Merit raises/evaluations have come up as a thought. If so, should Faculty development be part of the merit-based evaluations? Nothing has been decided. How do we as faculty want to see raises given in the future? Dr. Dodd brought up that cost-of-living raises should be considered. The goal of Provost this year was to get everyone within 90% of our peer institutions. The Provost and faculty want to avoid this same situation reoccurring in the next several years.

- c. Faculty input into course schedules- Some departments have a lot of input into course schedules. Some do not. Do we need more faculty input? This is department-specific. The Faculty Senate decided to not do anything at this point.
 - d. Department Head vs. Chair- A Department Head is an appointed position decided by the Dean and approved by the provost. A Department Chair is elected by the faculty. Should we keep the position as department head but with faculty input into the choice? Should we ask for a requirement for faculty input? Faculty Senate will look into this issue.
- XI. Call for department concerns- Dr. Hammack raised the issue of having to take sick leave particularly regarding childcare with small children. Can faculty take sick leave for this? Dr. Hathaway will check with HR. Is there another option? Maybe the class can be taught online if this occurs. We will resume this discussion next month.
- XII. Announcements- none.
- XIII. Adjourn- There is a motion to adjourn from Dr. Wendy Stephens. The 2nd was voiced by Dr. Hammack. The meeting adjourned at 4:58 pm.

Faculty Senators present: Paul Hathaway, Xiaoping Wang, Melissa Duckett, Wendy Stephens, Reggie Overton, Yingqi Tang, Monica Trifas, Jeff Dodd, Michael Alvidrez, Mark Sciuchetti, Arlinda Wormely, Helen Kaibara, Chris Inman, Jeffrey Van Slyke, Kay Lang, Andres Crawley, Kimber Wickersham, James Woodward, Jimmy Triplett, Sayyed Shah, Makenzie Bayles, James Watkins, Falynn Turley, Jeremy Ross, Don Bennett, Jianping Huang, Carrie Kirk

Faculty Senators absent: Karlie Johnson, Travis Easterling, Jada Murray, Tray Ridlen, Jeff Pruitt, Russell Hammack

**Faculty Senate Meeting Agenda
October 11, 2021 3:15pm
Houston Cole Library rm. 1103C**

- I. Call to order- 3:17 pm
- II. Approval of Minutes- Motion to approve: Dr. Overton and 2nd by Dr. Alvidrez
- III. President Killingsworth gave a general update. The quarterly meeting of trustees is scheduled for 10/18/2021. They have scheduled a retreat to look at the strategic plan at Little River Canyon and will review the property there. This is a housekeeping meeting to elect chairs and adopt a budget. They will review all increases in salary with rationales.

The University is moving forward with capital projects and a fountain will be constructed in front of Angle Hall. The Admissions department has moved to TMB on 3rd floor and the 4th floor mail center at TMB is finishing. There will be a UPS feature and Amazon store delivery which will be open 24/7 365 days a year. This will be done in a few weeks and faculty and staff can use this mail center. The new construction to the Stadium and the Randy Owen Center is still in design. The JSU South project is set to start soon. Merrill Hall is still under construction. It was supposed to be completed on September 30th and we are withholding payment until it is finished.

Enrollment is up and we are already 27% ahead in applications for this year than we had last year.

An offer has been extended for the Human Resources Director to one of the final three candidates. They have accepted but they have not been officially named yet. Hopefully, they will start in the next month.

CFO- Dr. Shelton will lead the search for the new CFO with the goal for that position to be filled and hopefully start the first of the year.

- IV. Provost Shelton gave a COVID update and there are only 5 active cases on campus. The mask mandate will soon be updated, and the administration is discussing still requiring it in the classroom but relaxing it in other settings on campus. Comments and opinions were given by the Faculty Senate regarding mask usage in classrooms. Administration is not anticipating mask usage in the spring, at this time. The President and the Provost are keeping up with what other schools are doing within the state. There were only two cases last semester where faculty got covid that could relate back to classroom exposure.
- Approach Deans if questions with salary adjustments. If there are any questions on salary adjustment approach the Dean of the College.
- Mica Meecham, the Director of Faculty Commons, is the point of contact for Digital measures and evaluation kit.
- Advisement is changing and there will be more information on that, in the near future.
- Accreditation by SACSCOC is important because it is how we receive federal funding. 2024 is our next assessment by SACSCOC.

Fall Fest is Tuesday Oct 22 4:30-6 at the Presidents house. There will be cornhole, pumpkin painting, and a costume contest. Encourage everyone to come.

The Provost is encouraging all Senators to take what you hear at faculty senate back to your department.

Faculty should not ask a student who is visibly sick to leave class. Faculty should ask if they are okay and encourage them to go to the SHC.

JSU ride is our transportation service at JSU and it can take a student to the SHC.

There is a requirement to wear a mask when riding in this Uber type set up.

- V. Noelle Stovall-Noelle is from Admissions which has moved to the 3rd floor of the TMB. It is set up as a welcome center. Recruitment, admissions process (applications, documents), campus tours and events, and dual enrollment are the services offered from this office. There are 3 reasons for the positive increase in admissions. First was communication through text and postcards to all students who applied to JSU. Names were also purchased of senior high school students. Second was that a strong message was sent out about being open this academic year and that on-campus activities were being held. Third was that admission's testing is waived through 2023. We will probably see a decrease in admission numbers when the waive on testing ends in 2023. Many scholarships were awarded.

This fall we have the largest dual enrollment in the history of JSU. Many of these students start at JSU and decide they want to finish here, as well.

Preview day this academic year has been extended by 1 hour to a total of 4 hour browse session to accommodate the increased registration for this event.

Each recruiter is assigned a geographical region. There is a robust communication plan once a student enquires about JSU. The recruiter communicates with high school counselors as well. It is believed that travel and communication are key.

Preview day and Accepted students' day are big recruitment events. Academic showcase is presented at Accepted Student's Day and allows departments to make this event individualized. Creativity is encouraged. There is a faculty recruitment guide available from admissions department to guide faculty in any questions potential students may have about JSU.

- VI. Dr. Tim King- Learning Services: Dr. King will talk about retention at the next meeting. Supplemental instructors are part of the Student Success program. Peer to peer learning support is very important now. Incoming students don't have a lot of capital. Students are very confused about a lot of specific college issues. Lack of engagement is the #1 reason students leave. Supplemental instructors are used in peer-to-peer facilitation. SI leaders have already had the class and made a good grade. As instructors, we should refer any potential SI students and the Student Success Center will train them. They sit in on the current class and they hold a tutoring session 2 times per week for current students. Students who utilize an SI consistently will earn a letter grade higher in the course. Alysia Pace handles all SI courses, training, and instruction. November 8th Faculty Commons will have a session on Supplemental Instruction. SI can be used for online classes, as well. Anything that can be taught online can use a SI. They will create a canvas shell for them to work from. They are working on how advisors can know if an SI is available for the course. Encourage students to contact Alysia Pace to apply for SI.

VII. SGA President/Representative- not present

VIII. Old Business

- a. Survey from the Advocacy Committee- This survey will be deployed during the spring semester. Encourage all faculty to respond. Dr. Kaibara is working on this project.
- b. Vote to approve Policy for awarding Honorary Doctorates- This is a policy we are presenting to administration regarding the awarding of Honorary Doctorate. Dr. Stephens presented a motion to approve this suggested policy. A 2nd to the motions was given by Dr. Bennett. Approved. No Senators opposed.
- c. Committee Chairs- It was announced that all committee chairs have been filled.

IX. New Business

- a. A vote was presented to elect Dr. John Sneed as a Faculty Director to serve the remaining term AND to be elected to the term starting January 1, 2022- Dr. Sneed is from the College of Business. No Senators opposed this nominee.
- b. Travel request added to faculty handbook- The Provost wants a policy added to the handbook, so a travel request is consistent throughout each College on campus. This will be worked on in committee with the goal to make granting of travel requests fair and equitable.
- c. Tenure and Promotion committee for each department- Not every department has a tenure and promotion committee. For smaller departments, they can reach out to their College for Assistant and Associate Professors to be on the committee if the department does not have adequate faculty of that rank. We will work on wording to be placed in the faculty handbook.

d. Digital Measures- What departments are really utilizing Digital Measures? There is one report for accreditation that comes from Digital Measures but is this product being fully utilized? Is there another product that is less costly?

e. Fall Fun Festival is October 23rd 4:30-7pm. Cornhole competition, costume competition and pumpkin painting are scheduled events.

What other events/activities would faculty appreciate to help increase morale?

Feedback from Grand Slam was positive, and it encouraged collaboration among faculty across campus. We need a large turnout from Faculty so make sure to promote this in your department.

Some suggestions given to increase morale include eliminating faculty return to campus day. It was also suggested to have a longer break between semesters.

The final decision on the academic calendar is the president

X. Call for department concerns- none

XI. Announcements- No announcements.

XII. Adjourn- The motion for adjournment was given by Dr. Wang with a 2nd by Dr. Trifas. The meeting was adjourned at 4:46 pm.

Faculty in Attendance: Paul Hathaway, Frank Wang, **Carolyn Congrove** *for James Watkins*, Michael Alvidrez, Wendy Stephens, Malynn Turley, Reggie Overton, Yingqi Tang, Jeff Dodd, Helen Kaibara, Sayed Shah, Chris Inman, Mark Sciuchetti, Monica Trifas, Kay Lang, Mackenzie Bayles, Arlinda Wormley, Don Bennett, Karlie Johnson, James Woodward, Jeremy Ross, Kimber Wickersham, Andres Crawey, Jeff Pruitt, Russell Hammack, Sayyed Shah
Faculty Absent: Missy Duckett, Tay Ridlen, Jeff Van Slyke, Don Bennett, Jada Murray, Travis Easterling, Coco Huang, Carrie Kirk

Faculty Senate Meeting Agenda
November 8, 2021 3:15pm
Houston Cole Library Room. 1103C

- I. Call to order at 3:16 p.m.
- II. Approval of Minutes (postponed)
- III. President Killingsworth out of town, Provost Shelton has conflict. Both will be at Dec. 6 meeting with Greg Sikes to address change in athletic conference.
- IV. Emily White- Registrar. Has brought managerial staff.

Introduces Tori Gaddy – Banner, upgrades for Banner (Admin and self-service) academic forgiveness, grade changes. Includes transcript evaluation, transfer credit, awarding credit for AP/IB

Introduces Stacey Charping – graduation verification/requirements, certifications.

Introduces Todd Wilson – athletic compliance/liaison to athletics, and progress to degree and NCAA compliance. Works with schedules across campus, builds terms within Banner. Processes tuition assistance for JSU employees, and transcript certification. Cancellation of pre-registration, transient letters, enrollment through National Student Clearinghouse, auditing requests.

All of Registrar's staff want to route you to the specialist to help you get the right answer. Their remit: Policies, procedures, regulations (federal or state), best practices with access to a group of state, southern and national registrars for consultation. Example: Front matter of catalog is important – academic regulation and summary of degree requirements should be in the forefront for faculty review every semester. Review Faculty Links (on website).

Changes:

- Incompletion grade plan must be completed the next semester.
- An incompletion extension request is possible for another semester.

Electronic forms have been developed for those at every level. Students must create these plans, with input from instructor. Instructor signs off.

Final exam schedule located on website:

https://www.jsu.edu/registrar/final_exam_schedule.html

be aware that dates change every year, times must not overlap to avoid student conflict, so this is complicated:

<https://www.jsu.edu/registrar/academic-calendar/index.html>

Final grades deadline communicated to secretary. Contracts end for fall faculty on the day that grades are due because of logistic issues – the registrar must be able to contact faculty with grades outstanding. Any student missing a grade will receive an “I” to start end-of-term processing, a 3 to 4 hour process. This is why the 10:00 a.m. deadline is so important for their process.

Commencement is the other important website:

<https://www.jsu.edu/registrar/graduation.html>

Distance students can now provide “shoutout” videos.

Videos of commencement will be archived.

Faculty RSVPing ASAP for commencement participation is important because students sit alphabetically. They need to know the number of faculty will be attending to avoid having to add seats during ceremony.

New registration process is enhanced so that you can drop and add a course within the same interface.

Questions about the Academic Calendar: JSU is bound by 42 class meetings plus finals, then President’s preferences, then holiday schedules, so there are usually just one or two realistic options for scheduling.

V. Dr. Tim King- Student Success Center

Retention & Graduation Rates

What we are trying to do to help with retention:

1. Historically, retention rates have been at or near where we are today for decades, but recently retention became a focal point
Right now, our graduation rate is ~46% (in six or eight years)
2. Some factors behind the push for accountability and improved retention and graduation rates:
 - a. Higher ed shift from greater good model to corporate model
Want more students to take more hours to generate income
 - i. For publics, full state support to limited state support

- ii. Need to drive enrollment to generate revenue
 - b. Increased scrutiny from state and national government officials
 - i. Students graduating with excessive debt, higher ed is more expensive
 - ii. Time to degree (six to eight years versus four year to degree)
 - iii. Performance-based funding (41 states have some level of performance-based funding) – Dr. King predicts this will come to Alabama in the next five years
 - c. Parents, families, students expectations
 - i. High stakes
 - ii. Parents/guardians more likely to be involved in daily activities
 - iii. Complexity of higher ed frustrating
- 3. Some variables that contribute to retention issues:
 - a. Lack of higher education capital (first generation or multigenerational)
 - b. Maturity and preparedness – executive functioning issues
 - c. Lack of coordination amongst and between support services
 - d. Dependency on faculty to identify all at-risk students
- 4. Retention numbers for JSU: <https://www.jsu.edu/ire/student/index.html>
Retention numbers improved, until last year.
- 5. Additional stats from Dr. Falynn Turley:

Factors identified for student retaining students in second year:

High School GPA – higher GPA likely to be retained
 Incoming Credits – more credit more likely to be retained
 Scholarship funding – more funding more likely to be retained
 EdReady: Students who score higher in EdReady Math and Reading more likely to be retained
 Females more likely to be retained
 Conditional admits less likely to be retained
 Completely online students less likely to be retained
 Pell Grant recipients less likely to be retained
 Those placed in remedial coursework like Math 100 or Reading 100 less likely to be retained
 Those who take English Comp or English Lit exams but are NOT awarded credit less likely be retained

Issues/conditions without impact or retention

Work study: no impact
 Veteran status: no impact
 Nontraditional status: no impact
 In-state/out-of-state: no impact
 Athletic participation: some years predictive of retention, some years are not

What about ACT scores? asks Senator Alvidrez. Dr. King and his group are trying to look at the variables so that the Student Success Center can directly affect students on the front end to take the burden from faculty, and they feel the ACT score is not as accurate a predictor of college success as the high school GPA.

The admissions office looks at the total GPA, based on high school reporting. Looking for ways to only look at CORE high school GPA—academics rather than electives.

Giving admissions the resources to do that would allow students to be placed with the correct services.

VI. SGA President/Representative

VII. Old Business

Reminder: Order Faculty Senate fleece using Canvas link by Wednesday,

November 10.

a. Tenure and Promotion committee for each department

Procedures as outlined in current Faculty Handbook are vague and causing problems for non-tenured Faculty. Some departments have committee for P&T, others don't. Adding this to the Faculty Handbook will protect Faculty who are doing research that is outside the norm for their department at this university. Another possibility: Having an "outside" member from another department within the same college. Senator Overton asks about members from outside the university. This could be difficult as the candidates is applying for tenure at THIS university. Since the guidelines are so varied across departments, it is up to the department to set the guidelines. President Hathaway and Provost Shelton are requesting that each department will be asked to come up with a rubric to recommend tenure and promotion for their discipline.

If committees are in place, we can then address potential choke-points for early Tenure and Promotion.

b. Travel request added to faculty handbook

The provost has asked a travel request process be added to the faculty handbook, as now travel funding process varies by department. Some departments have designated travel funds, others require you to approach the Dean. The goal is to come up with equitable policies to support faculty across the university. Is this evenly distributed or will preference be provided for untenured faculty who need to travel for promotion?

c. Digital Measures

Nine people responded to the survey. Respondents all use Digital Measures in Annual Reviews. President Hathaway will get with Mica Mecham in Faculty Commons to look at Digital Measures' features and to investigate other options. President Hathaway asks for more feedback as the software is relatively expensive.

VIII. New Business

a. Merit-based pay increases

Salary compression adjustments were able to be made this year because of funding from state and funding freed up by retirements. How do we prevent the compression from happening again? Start the discussion about how we want pay raises to look in the future – across the board, regardless of workload, or on merit basis according to on-campus professional development participation and leadership? Senator Dodd suggests that offering different types of appointments (e.g. one designation for faculty without doing research) is one option. This is a perennial issue. Senator Overton says that faculty teaching loads vary wildly. Senator Hammack suggests compression adjustments to all salaries be complete before any other salary changes are introduced. Provide any input you want to be taken into advisement. Chris Inman suggests having a rubric based on teaching load.

IX. Call for department concerns

Senator Kaibara reads an email from her department about JSU joining Conference USA athletics involving significant funds and requiring facility upgrades. Asks about faculty consultation in the decision-making process?

Greg Sikes will be here in December with President Killingsworth to address the conference change.

Currently, President Hathaway reports that Athletics is 20% of JSU's overall budget, while Academic Affairs is 23% of JSU's overall budget. If Athletics exceeds Academic Affairs, President Hathaway feels that is problematic. There are pros and cons to moving up a division, and there are many unknowns.

Senator Sciuchetti asks about personal web access and hosting, President Hathaway will pursue this.

X. Announcements

XI. Adjourn at 4:25 p.m. Senator Wang moves, Senator Overton seconds.

Faculty Senators present: Jimmy Triplett, Michael Alvidrez, James Watkins, Wendy Stephens, Jeff Pruitt, Falynn Turley, Helen Kaibara, Reggie Overton, Carrie Kirk, Yingqi Tang, Jeff Dodd, Arlinda Wormely, Missy Duckett, Mark Sciuchetti, Makenzie Bayles Russell Hammack, Paul Hathaway, Karlie Johnson, Monica Trifas, Chris Inman, Kay Lang, Kimberly Wickersham, James Woodward, Jeremy Ross, Andres Crawley, Don Bennett

**Faculty Senate Meeting Agenda
December 6, 2021 3:15pm
Houston Cole Library rm. 1103C**

- I. Call to order- 3:18 call to order
- II. Approval of Minutes- Motion made by Reggie Overton 2nd – Russell Hammack
- III. President Killingsworth- Thank you to faculty and staff for hard work. Questions were voiced regarding change to Conference USA- Division 1 in all Olympic sports. We are moving into the Football bowl division. The question was asked as to how it was going to be financed. There is more of a chance to gain in revenue in this division. There are no plans to put any cost onto the students or academic side of the University.
- IV. Greg Seitz- Athletic Director: Changes in division raises the profile of the university. Conference USA approached us. This will be happening in the 2023-2024 year. President Killingsworth is clear that the athletics' department must bring in the revenue for the conference. It is not to come from academics. To be bowl eligible we must have 6 division one wins. FBS schools get 1 million dollars from bowl games. There is an expectation of an increase in ticket sales. NCA moneys will increase for support to JSU in the move to the new conference. There is a plan to add 16 new suites in the stadium addition. There will be no change in students having to pay to get into games. There will be an increase cost of travel. There will also be an increase in scholarships from 63 up to 85 scholarships. The timeline is that Fall 2022 JSU will

be in the ASUN conference. Fall 2023 JSU will be in the 2nd year of transition- 83 scholarships will be offered and we will be at Full Conference USA schedule. In Fall 2024, JSU will be a full member with no restrictions. Fees associated with joining conference USA will be withheld from future payouts.

Dr. Killingsworth states that academics are first and foremost. JSU plans to continue to add academic programs. Overall growth is the #1 goal. Dr. King is working with athletics to increase academic advisors and tutors, etc to prepare. Athletics is also looking at adding bowling as a sport. Scholarships for beach volleyball are also being added.

- V. Provost Shelton- We are seeing an increased enrollment this last year and are on track for higher in the Fall 2022. We are seeing difficulty with getting students to come to class and this is a problem occurring nationwide. Deans and provost meeting every other Wednesday begin in January to plan for the increased enrollment. Advisement structure is changing under the leadership of Dr. Bavoneese. SACSCOC- first report is due next fall.

Digital Measures is being looked at because this may help with SACSCOC accreditation. Digital measures may be an expectation for all Colleges within JSU coming soon. The University has a budget committee with 2 subcommittees. The cabinet vets requests for expenditures and looks at budgets for each department.

Presentations for budgeting items will be in February for the next fiscal year.

Requests for service days such as accepted students' day, preview day, etc. to come out with upcoming academic calendar. This will occur much earlier in the future.

A Faculty Affairs newsletter will begin coming out from the Provost office in January. This will improve and increase communication.

- VI. Dr. Tim King- Student Success Center – Dr. King could not be here due to a SACSCOC meeting
- VII. SGA President/Representative- Snacks at the library during finals from SGA went well.

Cram jam- 450 people fed in Jack hopper cafeteria.

Students are excited over the FBS move.

Chief Michael Barton gave an update. Covid cases are in the single digits. COVID task force will remain active for Spring. During the vaccination clinics this Fall, 2600-2700 students this semester alone were vaccinated. JSU is at a 30% vaccination rate now. There have been some concerns about the SHC sending students/faculty to other facilities for vaccination. This has been addressed. JSU Covid ticker will be resumed if cases go up. Wearing of masks are now at the discretion of faculty for now. Alabama is entering severe weather season. There is a certified storm shelter in basement of Merrill Hall. Leone Cole will continue to open up for a tornado shelter. Self Hall, Stone Center, and TMB basement are open during a regular business days/hours, as well. Pets are allowed but must be leashed or crated. If there is severe weather, occupants at JSU south should go to the city FEMA shelter.

There were five rapes this semester and one sexual assault this semester. The offender and victim knew each other in each case and had been invited. All occurred at the Pointe except one was at a residence hall. Daily crime logs are posted. Two felonies

this semester: A burglary occurred at the construction trailers at Merrill Hall by a mentally deranged individual. At McClellan an individual broke into one of the JSU vehicles and spent the night in the vehicle.

VIII. Old Business

- a. Tenure and Promotion committee for each department Policy approval- Working on the proposal for T&P committee for each department. The reasoning for this is that there will be no bias of just one individual being able to keep a candidate from progressing. There will be work on the Department side for meeting T&P guidelines.

IX. New Business-

Faculty senate presidents meet twice a year.

The Alabama Legislative session starts in February and there are two laws on Critical Race Theory which will be discussed.

- a. Georgia policy about removal of tenure- There is no discussion of this in Alabama.

X. Call for department concerns- Reggie Overton was told that anything over 9 hours for graduate faculty will not be paid for overload. Should this be decided department to department or be the same over the entire university?

Attendance policy- Should there be work done on a basic University policy which can then be more stringent departmentally? When can departmental policies be reinstated regarding attendance so that Covid is not an excuse which can be utilized? Can Covid language be updated for syllabus by Provost?

- XI. Announcements- Dr. Hathaway wishes everyone a wonderful holiday break. Pick up your fleece jacket from Paul Hathaway. Everyone please consider participating in Commencement. We don't want this to become a requirement.
- XII. Adjourn Stephens- adjourn 2nd Mark Schuicetti The motion for adjournment was given by Dr. Stephens with a 2nd by Dr. Schuicetti. The meeting was adjourned at 4:40 pm.

Faculty Senators present: Frank Wang, Jimmy Triplett, Sayyed Shah, Kay Lang, Michael Alvidrez, James Watkins, Wendy Stephens, Jeffrey Van Slyke, Paul Hathaway, Don Bennett, Jeff Pruitt, Falynn Turley, Helen Kaibara, Reggie Overton, Carrie Kirk, Karlie Johnson, Yingqi Tang, Coco Huang, Monica Trifas, Jeff Dodd, Travis Easterling, James Woodward, Missy Duckett, Chris Inman, Mark Sciuchetti, Makenzie Bayles, Russell Hammack, Kimber Wickersham
Present: Dean Stone, Mica Meecham

**Faculty Senate Meeting Agenda
January 10, 2022 3:15pm
Houston Cole Library rm. 1103C**

- I. Call to order- Paul Hathaway 3:18 pm
- II. Approval of Minutes- Motion to accept the minutes by Dr. Overton and a 2nd was given by Dr. Kaibera
- III. President Killingsworth welcomed the Senators for the Spring semester. He reported that JSU has a 76% retention rate from fall 202 to spring 2022. The Student Success Center has helped with this accomplishment. Make sure to send any struggling students to Student Success. At this time, masking is in the hands of the faculty members for their classes. Some departments are instituting a department wide masking rule. KN 95 masks are available on Amazon.

JSU is constantly monitoring about rules of federal funding to make sure we don't lose any funding.

We are in line with other regional universities. Concerns about masking were given from faculty to President Killingsworth. Many faculty senators want a mask mandate from administration, so they do not have to make the decision. After getting the opinions of the faculty senators, President Killingsworth stated that a mask mandate would be put into effect starting Wednesday January 12th and reevaluated in 2 weeks. An email would be coming out to that effect.

IV. Provost Shelton is encouraging faculty to handle sickness as we did pre-covid. It is not illegal to ask for doctor's excuse but ask yourself "What are you doing with it?". The University is looking at a random drawing to incentivize vaccination of students and faculty/staff. Faculty should put verbiage in the syllabus for masking and reevaluation that will take place throughout the semester. Digital Measures is needed to prepare for SACSCOC accreditation accurately and adequately. Education Preparation and Professional work experience will be required to be documented for all faculty. Make sure to convey the expectations for success in your class on the first day. Students must have access to grades in Canvas. Dr. Inman and Faculty Commons will be glad to help any instructor with this.

Academic Affairs is analyzing graduate enrollment and capacity to see where room for growth exists. There is a plan to target 5-7 graduate programs that can accommodate growth.

Make sure that faculty know that on evaluations from EvaluationKit trended data and not a single semester or course is what the Provost and Administration are focusing on.

Chief Barton spoke on how the Covid Taskforce uses data provided from the CDC. Sometimes these recommendations are completely adopted and sometimes they are amended for our area. The Student Health Center provides a report one to times per day of all positive cases they have diagnosed.

Our best estimation is 39-40% of the JSU community is vaccinated. There is a Covid clinic Wednesday January 12, 2022, from 1-4 pm. There is a possibility of having flu

vaccines, as well. KN 95 may be available to be ordered. Chief Barton will let us know about that.

Dr. Walsh states that faculty can record lecture in Teams but cannot take that recording of that class and use again in another class or another semester. This is due to student FERPA issues. Faculty can use audio recordings and audio PowerPoints in the class but no students can be shown in it.

If a course is billed as an asynchronous course, the class cannot then be taught as a synchronous course. If it is billed as a synchronous course, the class cannot be taught asynchronously. Hybrid courses that are mostly online cannot then take away the meeting aspect. A hybrid course must remain hybrid. We cannot advertise a face-to-face class and then just use teams.

If faculty need instruction on the Canvas gradebook, contact online@jsu or faculty commons for instruction. Someone from Online@jsu can come talk to your department as a whole if you prefer.

- V. Dr. Tim King in the Student Success Center was quarantined today so unable to attend the meeting.
- VI. SGA President/Representative was not at the meeting.
- VII. Old Business
 - a. Tenure and Promotion committee for each department – We are working on a policy for a Tenure and Promotion committee for each department to be added to the handbook soon.
 - b. Faculty Survey- Encourage the faculty of your department to complete the faculty survey. The Provost is looking forward to seeing the survey result.

VIII. New Business

- a. Protection of academic freedom resolution- A resolution for academic freedom was placed in Canvas for all to review. Dr. Paul Hathaway, Faculty Senate President read the resolution to the Faculty Senate. Dr. Kaibara made a motion for a vote on the resolution. Dr. Wendy Stephens seconded the motion. The vote was 27 to accept the resolution. There were 29 faculty attending the meeting. No votes were obtained to not accept the resolution. Two Senators abstained.

A suggestion was made to ask SGA if they will support this stance on academic freedom.

IX. Call for department concerns-

The Faculty Honors committee is ready for faculty awards nominations. There is a way to submit these on MyJSU. The nominations this year will expect the person extending the nomination to do some of the leg work for the nominations. A newsletter from faculty commons will be coming out. Lineup for professional development will be open at that time in newsletter. Let Mica Meechum know if you want to present or attend.

X. Announcements- Tuition assistance is due January 18th.

XI. Adjourn- A motion to adjourn was made by Dr. Stephens. A second was given by Dr. Sciuchetti. We adjourned at 4:41 pm.

Faculty Senators Present: Russell Hammack, Chris Inman, Jeremy Ross, Carrie Kirk, Arlinda Wormely, Jianping Huang, James Woodward, Mark Sciuchetti, James Watkins, Makenzie Bayles, Kay Lang, Kimber Wickersham, Monica Trifas, Helen Kaibara, Andres Crawley, Karlie Johnson, Paul Hathaway, Frank Wang, Jimmy Triplett, Michael Alvidrez, Wendy Stephens, Don Bennett, Falynn Turley, Missy Duckett, Reggie Overton, Yingqi Tang, Jeff Dodd, Brooke Robinson, Mica Meecham

Faculty Senators Absent: Tray Ridlen, Sayyed Shah, Jeffrey Van Slyke, Jeff Pruitt, Jada Murray, Travis Easterling

**Faculty Senate Meeting Agenda
February 14, 2022 3:15pm
Houston Cole Library rm. 1103C**

- I. Call to order- Meeting was called to order at 3:15 pm.
- II. Approval of Minutes- Reggie Overton with a second from Dr. Benefield.
- III. President Killingsworth- not available
- IV. Provost Shelton- not available
- V. Dr. Tim King- Student Success Center is being used. The Center fully opened this past fall. 6,000 activities over all programs. Retention is up 6%. Dr. King feels this is not good enough. There is an increased usage of Navigate. Progress report campaigns continue. There is an increased response from faculty. Progress report students are chosen for a variety of reasons. In the Fall of 2021, 1000 students were identified as at risk (2.0 GPA). The future plan for at risk students is to place a hold on their account, so they are unable to register until certain criteria are met. If you need instructions on how to access or file a Navigate report, there are videos on the Navigate system about how to issue an alert on a student or you can reach out to Kimberly Hudgins for assistance. Special training on certain topics is available.
- VI. SGA President/Representative- Brooke Robinson reported that Higher Education Day is February 24th. The SGA representatives go to Montgomery to inform on how

money is needed for higher education. This is done before the budget goes out. SGA Representatives from all over the state participate in this important event.

Encourage faculty to reach out to State Representatives to prevent K-12 funding from being reduced. If a reduction is done for K-12 then it will impact higher education funding as well.

VII. Old Business

- a. Tenure and Promotion committee for each department – The Faculty Senate Executive Committee suggested a rubric be set up for each department to determine if someone is sent forward for promotion and tenure. It will be a measurement tool to determine if criteria are met. The provost is supportive of the idea of a rubric and T&P committees being convened. The rubric will be helpful if someone from outside the department is needed on the committee.
- b. Faculty Survey- The survey will be sent out to senators first in case any adjustments need to be made. This will be a driving force for how decisions are made by administration. A high response rate is needed.
- c. Faculty Awards Nominations - These nominations are due by February 25th. Faculty Awards day is April 27th. Make sure to complete your nominations through the Office of the Provost's website, or myJSU can be accessed for the link. Dr. Sciuchetti reported that the four awards that nominees are requested for include the Faculty Scholar, Mahaffey Learning Technology, McWhorter Outstanding Teaching Award, and the Thomas Community Education Award. All documents are due on February 25th which include CV and supporting

documentation. There are only 5 nominations at this point. Nominations are needed.

The call for Faculty research grant was posted this week. Office of Provost webpage or academic affairs page is where you access the link. These are due by March 18th.

VIII. New Business

- a. Faculty teaching load Graduate vs. Undergraduate courses- Dr. Hathaway reached out to the provost. She wants Faculty senate to form a subcommittee and come up with recommendation for equity across campus. What is equitable and fair. The difficulty will be determining what is equal in different departments? Accrediting bodies have certain guidance as well. This will need to be investigated. From discussion it was decided that this will be very difficult. Would it be better to look at this in a college-by-college basis? Dr. Woodward wants to revisit Dr. Boynton's previous proposal.
- b. Faculty mentor program- Dr. Bavonese is coming next month to speak on advisement. As the advisees matriculate through, no new advisees will be assigned to faculty. Come up with your questions regarding a faculty mentorship program and what would work with your students. Will advisement be taken out of T&P? What will happen with letters of recommendation for our students? Think of questions on how faculty would want to see things from a faculty perspective. Do we have a clear idea of what the perceived benefits would be of this program? NACADA is the program we are looking to follow. NACADA came in and spoke with faculty and students and found there was no consistency

in advisement. A report was issued with suggestions of what should be changed to make factors more consistent. The idea between the faculty senate president and Dr. Killingsworth is to give this program five years and then reevaluate.

IX. Call for department concerns- There is concern across campus about late admissions being approved without discussion and approval from instructor. This is happening primarily in Graduate studies.

They students should be told if they are dropped from a course, they should continue classes while they wait to be reinstated.

X. Announcements- There were no announcements.

XI. Adjourn- Dr. Bennett motioned to adjourn at 4:24 pm. Dr. Frank Wang seconded.

Faculty Senators present: Xiaoping Wang, Jimmy Triplett, Wendy Stephens, Don Bennett, Jeff Pruitt, Reggie Overton, Yingqi Tang, Jeff Dodd, Melissa Duckett, Paul Hathaway, Mark Sciuchetti, Arlinda Wormely, Chris Inman, Andres Crawley, James Watkins, Jeremy Ross, Jianping Huang, Sayyed Shah, Makenzie Bayles, Kay Lang, Falyynn Turley, Helen Kaibara, Carrie Kirk, Kimberly Wickersham, Michael Alvidrez, Karlie Johnson, Russell Hammack, James Woodward, Brooke Robinson- SGA President
Faculty Senators absent: Tray Ridlen, Jeffrey Van Slyke, Jada Murray, Monica Trifas, Travis Easterling

**Faculty Senate Meeting Agenda
March 14, 2022 3:15pm
Houston Cole Library rm. 1103C**

- I. Call to order- Dr. Hathaway @ 3:15 pm.
- II. Approval of Minutes- Senator Reggie Overton moves, Senator Jeff Pruitt seconds.
- III. President Killingsworth- Spring break is approaching. Enrollment for the fall is looking great with 300% increase in housing request and 20% increase in enrollment. Capital projects ongoing: stadium (The fourth of the components -- housing, dining, football, parking == parking is scrapped. This takes the budget to 100 mil instead of 115 mil.). Current parking study, we lost 80 spots. We need more parking. Randy Owen project still in development phase; architects will be on campus in April. State funds reflect increase in operations budget. Cabinet recommendation to Trustees will include a tuition and fees increase, but there are many factors.
- IV. Provost Shelton-Make sure you are moving to Canvas Gradebook. There is a push for on campus courses during the summer in the future. Maybe even this summer. We have been polling students to see their desire for on campus summer courses. 9 hours of summer courses, housing, food- \$2400 discounted rate. We will be targeting students that have financial aide available. There was a central advisement question voiced to Provost Shelton from Senator Overton. It was stated that Graduate level central advising is per Dean's decision.

V. Dr. Lori Owens- Honors: Teaching and Mentoring in the Honor's program was presented and discussed by Dr. Owens. Honor's house was destroyed internally from the tornado and is expensive to rebuild. Honors classes are not more difficult. They offer different experiences. This program is seeking instructors from across campus to teach an honor's class. If you are interested, reach out to your department head. There are Honor's classes as well as Honor's book club and Honor's Professional Preparation courses. Honors Special topics is also an option. If you are interested in teaching but don't know what topic just let Dr. Owens know and she can help you design a topic for a class. Instructors are needed to help with Thematic Presentations. Study abroad courses need some instructor help from faculty so the same instructors are not teaching these classes every semester. Dr. Owens will ask for instructors to teach an honor's course before doing study abroad. Day trips are also an option. Any JSU Faculty is welcome to come speak on a topic at the Honor's meetings. If you have any suggestions for a speaker, let Dr. Owens know. In the future we want to develop future honor's faculty fellows. This program will be a one year involvement with honors students and will help to enhance the JSU honors community. These fellows will serve as Professional mentors.

VI. Dr. Staci Stone- General Education-
Dean Stone is chairing the GenEd subcommittee. The report is being written by Dean Stone. The committee is revisioning general education. A survey is being developed to go out to all stakeholders on campus. This will be a research based outcomes survey looking at what students, no matter what their major, should be able to know when they graduate. There will be multiple times to participate in the revisioning of

GenEd. Names of each committee representative is in the canvas faculty senate course shell.

- VII. Emily White & Staci Stone- Dean Stone and Mrs. White are revising the Incomplete Grade form to improve usability.

They took all feedback received on the Incomplete Grade completion forms. There were issues with this policy and a lot of questions from faculty and students. A student who wants an Incomplete should email or see the instructor. Then the student will go into myJSU and initiate the form. The faculty are then alerted, and they will add the plan that is needed for the student to complete the class. The student must have a passing grade to be eligible for an incomplete. The faculty must fill in the grade the student had at the time of the incomplete. An Incomplete grade extension request is available.

A question by Dr. Hammack was asked regarding the possibility of getting a reminder one week out regarding an Incomplete grade being due.

- VIII. Dr. Ingalsbe- QEP for SACSCOC

Dr. Ingalsbe is the Department head for Applied Engineering and the Chair for the Quality Enhancement Plan (QEP). It is part of SACSCOC accreditation that a QEP is completed each cycle. QEP that was last in 2014 was development of the Faculty Commons. The QEP this cycle needs to be something aimed at student success or student learning. A call for proposals will go out this week. There will be scheduled brainstorming sessions in Faculty Commons after Spring Break. The proposal must be less than 20 pages in length. Once the QEP is selected, it is handed back to the

group that came up with the idea and they will work on developing this program. It then becomes part of the University SACSCOC accreditation.

- IX. SGA President/Representative- SGA has worked with UNICEF and Red cross to raise money for Ukraine.

The SGA President reported that parking is an issue on campus and makes students late.

X. Old Business

- a. Faculty Teaching load- The subcommittee is still working on this issue. They are looking at different universities and their requirements on workload. There is inconsistency with overload contracts. Lack of communication and input from college administration is an issue to faculty. The Deans have been tasked to go to faculty and discuss this so there is transparency in communication and decision-making. The Provost has stated that overload decisions are made by Deans from college to college.

XI. New Business

- a. Technology in the classrooms- If the faculty are having issues with technology in their classrooms, notify your faculty senator so the list can be sent to Vinson Houston. Form will be shared from Paul to Faculty Senate to put all issues in from faculty.
- b. New Senators- Elections committee—An email was sent out for nominations for Faculty Senate offices. We cannot leave the April meeting until officers are elected.

There will be a reception for all Senators to follow the April Faculty Senate meeting at the President's house.

- XII. Call for department concerns- Is JSU ready for the influx of students? There are space issue concerns from faculty
- XIII. Announcements – Please encourage students to attend on campus events with outside lecturers.
- XIV. Adjourn- Dr. Williams motioned to adjourn the meeting. A second was given by Dr. Overton. Meeting adjourned at 4:54 pm.

Faculty Senators present: Paul Hathaway, Arlinda Wormely, Chris Inman, Xiaoping Wang, Helen Kaibara, Jianping Huang, James Watkins, Jeremy Ross, Kay Lang, James Woodward, Makenzie Bayles, Karlie Johnson, Tray Ridlen, Sayyed Shah, Andres Crawley, Monica Trifas, Jimmy Triplett, Michael Alvidrez, Wendy Stephens, Jeffrey Van Slyke, Don Bennett, Jeff Pruitt, Falynn Turley, Reggie Overton, Yingqi Tang, Jeff Dodd, Melissa Duckett, Mark Sciuchetti, Russell Hammack, Kimber Wickersham
Faculty Senators absent: Jada Murray, Carrie Kirk, Travis Easterling
Absent: Brooke Robinson

**Faculty Senate Meeting Agenda
April 11, 2022 3:15pm
Houston Cole Library rm. 1103C**

- I. The meeting was called to order at 3:15 pm.
- II. Approval of Minutes- Dr. Overton approved the March minutes. Dr. Bennett gave a second.
- III. President Killingsworth- President Killingsworth invited all the faculty senators to come to the reception for Faculty Senate this afternoon at his house. The Board of Trustees meets next Tuesday and Wednesday with the budget being the main topic. A tuition increase was suggested from the budget committee. The block rate for tuition will remain unchanged but the individual rate will increase a proposed 2.7%. There is a proposed increase in the University fee and housing fee. The admission committee recommended to continue ACT/SAT testing as optional for fall 2022 and 2023. The Board of Trustees will be briefed on capital projects. The new child development center will be open this fall. They will also talk about other capital budget projects such as the ROC, Stadium project, JSU south, and the old kitty stone.
- IV. Provost Shelton- The fountain was provided by a donor funds. Those funds must be used as the donor wishes. The fountain will be named the Miriam and James Haywood Memorial Fountain. At the Board meeting, approval for the formation of the School of Nursing within the College of Health Professions and Wellness will be

addressed. Student symposium winners will be presented to the BOT. Another agenda item will be to honor the students who performed CPR on Mr. Broom when he was electrocuted. The board meeting will be a 3-day session. This will be the first since COVID began.

All Deans have been asked to have a welcome back meeting with their College faculty and staff in the Fall. This is needed to maintain updates due to SACSCOC accreditation coming up. Provost Shelton enquired as to whether check-ins with provost and president should continue? The consensus among the Senators was yes. It was suggested there be an anonymous way to ask questions. Provost Shelton will meet with Department heads after the board meeting. The Deans are expected to attend the BOT meetings. Provost Shelton is trying to think of new ways to communicate with faculty and staff. She is looking into possibly having a blog with information that needs to be communicated.

There was a question from Dr. Overton regarding the potential name change of the Department of Nursing to the School of Nursing. She stated that there will be no change in the organizational structure to the College of Health Professions and Wellness. The factors that influence this name change are related to accreditation and payment.

- V. Dr. King- Student Success Center- The Testing Services office is part of the Student Success Center in the basement of the Library and David Washburn is the coordinator. These changes were made with the idea of pursuing certification through the National College of Testing Association. The policy for this is being constructed. If there are any questions, reach out to David Washburn.

VI. SGA President/Representative- The SGA President was not in attendance.

VII. Old Business

- a. Faculty Teaching load- The issue is it would be difficult to construct a policy that will work across all programs university wide. So, Provost Shelton is agreeable to having each Department construct their own policy. Once the policy is created, the provost will approve. There is agreement that there needs to be some consistency University wide which will be maintained by the Provost. The Provost will bring it up at the Department head meetings and will encourage this to be initiated by the department heads. President Hathaway has requested that faculty be involved. There should be a definition of what fulltime workload consists of. It is suggested that Faculty overload should also be looked at as university, college, or department service for T&P because the compensation is not that much. Dr. Shelton has gotten an increase in overload recently and is not going back to request more at this time. It was clarified that six students are needed to make a graduate class and eight students are needed to make an undergraduate class.
- b. Faculty Survey- Dr. Hathaway received the active link for the faculty survey today. We need faculty to participate in this survey. Mica Meecham will help to see how best to distribute to faculty. There are no identifiers in the survey. The only thing it asks is the College that the faculty works under.
- c. T & P rubric and committee- Provost will get with Department heads to come up with a rubric for tenure and promotion. It is suggested that there be a threshold of points that must be met by faculty to go up for T&P. Once the rubric is

established, the T&P committee will have to meet for each department/college. Let your department head know that this is coming. The handbook policy will state that the rubric must be followed before going up for T&P. Hopefully, committees will be put in place next year. This should help with the vagueness of the policy that currently exists.

VIII. New Business

a. Election of officers

- i. Vice-President/President Elect- Reggie Overton was nominated. Russell Hammack was nominated but withdrew his name because he has reached his term limit. Dr Overton was elected.
- ii. Secretary- Missy Duckett was nominated. Mark Sciucetti was nominated but declined the nomination. Dr. Duckett was elected.
- iii. Historian- Jeff Dodd nominated was nominated but declined. Kimber Wickersham was nominated. Dr.Wickersham was elected.

IX. Call for department concerns- Dr. Hammack brought up grading policy issues. The proposal is to have assignments returned to students within 5-7 days. Faculty perspective is that rigor will have to be reduced for this to occur. Dr. Hathaway discussed this with the provost. Provost Shelton had responded that she will reach out to the deans to let them know that larger assignments may need longer grading periods.

There is an issue to be addressed with professional leave. Faculty in some departments have been told that if they are going to a conference they must find

coverage so the class is not cancelled. Dr. Hathaway will reach out to the provost with this issue.

- X. Announcements- Dr. Boynton is putting on a performance 4/22-25. Emilie la Marquise de chatelet defends her life tonight is the title. Faculty awards are April 27th. As many faculty as possible should attend. The President and Provost have worked this year on faculty morale and faculty must show up for these events for them to continue. The Department of music had a competition. The four winners are scheduled to perform on April 24th at Mason Hall. United Methodist Church of Anniston is also having a concert on April 26th.
 - a. Reception at President's House- Please attend the reception for Faculty Senate at the President's house.
- XI. Adjourn- Meeting was adjourned at 4:32 pm by Dr. Russell. Second was given by Dr. Stephens.