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Dalton State Faculty Senate: Minutes of November 14, 2019, Meeting

Members Present:

Matt Hipps (Senate President), Karen Bennett, Samantha Blair, Lisa Peden (proxy for Donna Blesdoe), Alicia Briganti, Amy Burger, Susan Burran, Cecile DeRocher, Cindy Davis, Nick Gewecke, Tom Gonzalez, Jim Gordon, Cheryl Grayson, Christian Griggs, John Gullede, Bob Haverland, Mike Hilgemann, Calley Hornbuckle (proxy for Lorena Sins), Cathy Hunsicker, Jean Johnson, Ben Laughter, Victor Marshall, Travis McKie-Voerste, Annabelle McKie-Voerste, Amy Mendes, Hussein Mohamed, Lydia Postell, Tammy Rice, Deb Richardson, Sharlone, Smith, Jeff Stanley, Megan Vallowe, Kevin Yan, Margaret Venable (*ex officio*), Adrian Epps (*ex officio*), Diego Alvarado (guest), Forrest Blackbourne (guest), Theresa Butoni (guest), Logan Huggins (guest), Kamren Katona (guest), Sarah Mergel (guest), Susan West (guest)

I. Call to Order and Approval of Minutes

Senate president Matt Hipps called the meeting to order at 3:20 pm and established that a quorum was present. He asked for approval of the minutes of the October 10, 2019 meeting. Ben Laughter moved to accept the minutes. The motion was seconded and approved by voice vote. Matt instructed the visitors to use index cards for questions. Matt explained that he wants the Senate meetings to be conducted in a more business-like way. Issues that arise should be referred to the appropriate committees for in-depth discussion. These committees will then bring resolutions or motions to the Senate for voting.

II. Committee Reports

a. Academic Conduct. Travis McKie-Voerste reported that the committee is continuing to explore changes to the language in the code of student conduct. Also, the committee is still working on how to communicate to faculty on how to use the Academic Conduct process.

b. Advising, Academic Excellence, International Education, and Student Transitions. This committee has not met since the last Senate meeting.

c. Assessment. The committee discussed the differences between program assessment and course assessment. They intend to meet with the Deans in order to discuss discrepancies in program assessment across campus. Also there are discrepancies in how often courses are assessed across campus.

d. Faculty Development. The committee has set a date for the latest Bold Talks conference. It is scheduled for Friday, March 20, 2020. The committee has also sent out a survey to faculty which they will discuss at their next meeting.

e. Faculty Evaluation. Matt Hipps reported that the committee has not met again since the last Senate meeting. They will meet later this year or early next year. They are working on integrating deans into the evaluation process. Matt reminded everyone that the individual schools should be reviewing the evaluation manual for each school and working on providing feedback on the evaluation process.

f. Faculty Resource. Amy Burger reported that the committee has not met again since the last Senate meeting, but that a survey regarding faculty resource needs has been sent out by email. Also, a process for promotion of librarians is being review by the deans.

g. Faculty Welfare. Amy Burger reported for a subcommittee of the Welfare committee that is working on the Policies and Procedures manual. The subcommittee needed clarification on the documents that needed to be produced. The process of updating the manual is ongoing. Matt Hipps reported on the second issue the committee is working on, which is a complete list of all campus committees, including the Committee on Committees. The committee will send a request to all schools for a list of any committees operating on an *ad hoc* basis, what their purpose is, when or if they meet, and whether they have an end date when their work is complete. The goal is to have a complete list of committees online.

h. Strategic Plan Monitoring. Nick Gewecke reported that this committee is meeting Wednesday of next week. Susan Burran asked for the links for the previous strategic plan and the new USG strategic plan to be included in the minutes so Senators can review both and offer suggestions on Dalton State's new strategic plan. Susan asks for everyone to bring their suggestions to the Senate meeting in January.

[Dalton State 2016-2020 Strategic Plan](#)

[USG Strategic Plan 2024](#)

i. Tenure and Promotion. John Gullede reported for this committee. They met on Thursday, Nov 14, 2019. They will meet in January 2020 to make their recommendations on candidates for tenure and promotion.

j. Committee on Committees. As reported by the Welfare committee, finding out about the various committees overseen by the Committee on Committees is a work in progress.

III. USG Faculty Council Update

Matt Higgs attended the USG Faculty Council Oct 17-18, 2019. He reported on the various initiatives of the USG, particularly the new USG strategic plan. The plan has four goals. The first is Student Success. The emphasis here is on graduating more students. Also, the USG has implemented a Mental Health Task Force to study the issues related to student mental and emotional health. The second goal is Responsible Stewardship. The system is always concerned about costs and budgets. One of the issues related to this is how dual enrollment costs are born by the institutions. Quality versus efficiency is an important balance, and how it impacts student success must be taken into consideration. The third goal is Economic Competitiveness. The USG wants students to acquire "marketable skills," but this does not mean that the system schools are job factories. The aim is to make students into lifelong learners, which will make them competitive in the job market. The fourth goal is Community Impact. The aim of USG institutions is to benefit all Georgians, which reflects benefits back to the institutions.

Matt Higgs then spoke about the budget cuts Governor Kemp has mandated. All state agencies have been required to reduce budgets by 4% in 2020 and 6% in 2021 due to projected

revenue shortfalls. How this will impact the USG system is still not known. The possibilities include flat budgets, no salary increases, and tuition increases, but which of these options are likely to happen will not be known until next year.

Matt next spoke about the issue of health care, especially the spousal coverage cost increase. This is a continuing conversation. Another topic was communication between the system level administration and the faculty at the individual institutions. There is a lack of clear communication, and faculty frequently are not getting information coming from the system. Retirement plans are also under review.

The last issue the Council discussed was the upcoming revision of the general education curriculum. Matt Hipps will be the Dalton State representative to the implementation committee. The new common core is planned to go into effect in Fall 2021. Matt had no information about how the new core might affect jobs.

IV: Old Business

There was no old business to cover.

V. New Business

a. Late Accommodation Notice. Cathy Hunsicker wanted to bring up the issue of disability accommodations. She had been informed of a student's accommodations very late in the semester and did not know what her responsibility was to accommodate a student for previous work in the class. Discussion followed about how students are allowed to utilize their accommodations. Students may elect to utilize some, but not others. They also may decide to start utilizing an accommodation later in the semester if they did not choose to do so earlier. However, it is the student's responsibility to notify the instructor in a timely way of which accommodations they are going to utilize. Cathy Hunsicker made a motion to have Andrea Roberson come to a Senate meeting to explain how the accommodation system worked and answer Senate questions. The motion was seconded. Matt Hipps asked for a show of hands to vote. The motion passed. Matt Hipps said he would invite Andrea Roberson to the January meeting.

b. Academic Calendar. Ben Laughter brought up the issue of the Academic Calendar. He had asked Senate Secretary Jean Johnson whether the faculty or Senate had voted on the calendar in the past. Although the faculty did vote on the calendar in the past, the faculty have not voted on the calendar in a number of years. Ben Laughter said he has been in communication with Dr. Jodi Johnson about the calendar, but has not yet had all his questions answered satisfactorily. He will bring this issue up again at a future meeting when he feels he has all the information he needs.

c. Changes to Senate By-laws. Matt Hipps announced that changes to the by-laws are still being completed. These include changes to the language related to Executive Session, as well as the new positions of Immediate Past-President and Senate Webmaster. Matt said he wanted to send the finalized versions out via email for voting. Ben Laughter said email voting was not in accord with Georgia's Open Meetings law. After some consideration, Matt said he may call a special meeting of the Senate to pass the changes.

d. Dalton State Signature. Matt Hipps asked Dr. Epps to speak regarding the development of the Dalton State "signature." Dr. Epps explained the characteristics of and rationale for the signature. Dr. Randall Griffus and Matt Hipps spoke about the process and timeline as it has progressed thus far. Matt Hipps introduced the two proposed signatures. Dr. Epps invited the Senate to return on Friday, Nov 15, 2019 for a meeting in which the restructuring of the college would be explained in detail. Matt Hipps asked for everyone to keep an open mind and embrace the possibility of change and how the new signature could be a benefit to Dalton State.

VI. Adjournment

The next Senate meeting is scheduled for January 16, 2020. The meeting was adjourned at 4:42 pm.

Respectfully submitted,

Jean M Johnson, Senate Secretary