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Minutes of April 20, 2017, Faculty Senate Meeting

Members Present:

Garen Evans, Lorraine Gardiner, Ben Laughter, Sarah Min, Tami Tomasello, Cecile de Rocher, Kent Harrelson, Regina Ray, Sarah Mergel, Christian Griggs, Cathy Hunsicker, Lee Ann Cline, Richard Hambrock, Vince Postell, Nicholas Gewecke, Norm DesRosiers, Jean Johnson, Susan Burran (proxy for Annabelle McKie-Voerste), Gene Mesco, Chris Wozny, Matt Hipps, Baogang Guo.

Absent: Christy Walker, David Williams, Jacquelyn Mesco, Anna Hart, Gail Ward, Jane Taylor, Chuck Fink, Robin Roe, John Gulledge.

Meeting called to order

Senate President Sarah Mergel called the meeting to order at 3:15 and established that a quorum was present. Copies of the minutes of the April 13 meeting were distributed but not approved since they had not been circulated prior to the meeting.

Committee Reports

International Education

Baogang Guo reported that the committee is moving toward an emphasis on campus internationalization rather than just the study abroad program; an ad hoc committee will probably be created in the near future to study means of internationalizing the curriculum.

Academic Conduct

On behalf of committee chair James Wright, Sarah Mergel reported that the conduct policy in the student handbook needs revision; revisions will likely take place over the summer.

Faculty Welfare Subcommittee

Chair Matt Hipps said that a major focus of the subcommittee has been to update and revise the Dalton State Faculty Handbook; the subcommittee hopes to complete it in the next few weeks, for a vote early in the fall semester. Sarah Mergel stated that the last revision of the handbook was in 2010; the handbook was discontinued under Dr. Schwenn, but Dr. Venable would like to reinstate it.

Bennie Laughter said that the School of Business has its own handbook; Matt said that every school should have a handbook covering its particular procedures, which links back to the main College handbook. Susan Burran asked how the handbook would be different from the Policies and Procedures manual. Matt said that the handbook would cover anything a new faculty member would need to know about general faculty responsibilities, while the Policies and Procedures manual would go into more detail about specific actions.

Committee Annual Reports

Sarah stated that the bylaws call for each Senate committee to submit an annual report by the end of the school year. She said that the reports can be uploaded to Sharepoint or sent directly to her. Baogang Guo asked whether committees can submit the minutes of their meetings; Sarah said that there needs to be an annual report as well. Matt Hipps pointed out that if each committee keeps its minutes in Sharepoint, the relevant portions of the minutes can be copied and pasted into a new document to create the annual report.

Announcements

Lorraine Gardiner expressed her appreciation for the committee members who worked to create the new documents that were approved at the April 13 meeting (statutes, bylaws, faculty evaluation manual, and course evaluation survey).

Sarah Mergel thanked everyone for their service on the senate this year.

Bennie Laughter asked how the votes on the four documents would be conducted at the general faculty meeting on April 28. Sarah said that the details have not been worked out, but the votes will be done on paper ballots. Bennie said that it is normal procedure to use voice votes; Sarah said that she has had requests from faculty members for secret ballots.

Adjournment

The meeting adjourned at 3:52 pm.

Respectfully submitted by Kent Harrelson, Secretary