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## Minutes of September 14, 2016, Faculty Senate Meeting

### Members Present:

Garen Evans, David Williams, Lorraine Gardiner, Ben Laughter, Sarah Min, Tami Tomasello, Anna Hart, Cecile de Rocher, Kent Harrelson, Gail Ward, Sarah Mergel, Christian Griggs, Cathy Hunsicker, Lee Ann Cline, Richard Hambrock, Vince Postell, Nicholas Gewecke, Norm DesRosiers, Jean Johnson, Chuck Fink, Annabelle McKie-Voerste, Gene Mesco, Chris Wozny, John Gulledge, Matt Hipps, Baogang Guo, Gene Powers, Margaret Venable (President, Dalton State), Pat Chute (Vice-President for Academic Affairs).

Absent: Cynthia Fisher, Christy Walker, Jacquelyn Mesco, Regina Ray, Jane Taylor, Robin Roe.

### Meeting called to order

Senate President Sarah Mergel called the meeting to order at 3:30. She asked for approval of the minutes of the August 24 meeting; the minutes were approved by voice vote.

### Academic Calendar

Dr. Jodi Johnson, Vice-President of Enrollment Services, spoke about the academic calendar. She mentioned that the 2017 spring semester will begin later than usual; she asked whether there was interest in including a reading day in the calendar. She then invited questions or concerns about the calendar.

Chris Wozny asked if the final exam schedule could be compressed, with less time elapsing between the last day of class and the last final exam.

Jean Johnson said that in some semesters there is a significant discrepancy in the number of class meetings between Monday-Wednesday and Tuesday-Thursday classes.

There was also discussion of early grades for seniors, particularly for associate's degree students.

No senate action was taken; Jodi will meet with Dr. Chute to discuss the issues.

### Senate Meeting Times

Sarah Mergel asked for discussion of the scheduled time of Senate meetings in light of the new activity period. Parliamentarian Chris Wozny stated that under the rules of parliamentary procedure, it is permissible to suspend the bylaws to change the meeting time if the Senate votes to do so.

A motion was made by Matt Hipps to change the meeting times for the 2016-2017 academic year to Tuesday afternoons; the motion was seconded and discussed. Chris Wozny moved to amend the motion to meet on Thursdays rather than Tuesdays; the amendment was seconded and approved by voice vote.

**The motion to change Senate meeting times from Wednesdays to Thursdays was approved by voice vote.**

### Academic Misconduct Policy

Sarah asked for discussion of the academic misconduct policy in the college's Student Policy Manual; the current wording is unclear and contains grammatical errors. She

moved that the policy be referred to the Academic Conduct Committee, which would edit the policy's wording.

The motion was seconded; discussion followed. Dr. Chute asked about the origin of the policy; Sarah said that it came from the Dean of Students. Dr. Venable stated that the University System has been under scrutiny for the way it handles allegations of student misconduct; the USG has mandated that all institutions follow a consistent process for handling these allegations. Dr. Chute stated that it can be a significant problem if an instructor assigns a course grade of "F" and then has to change it to a passing grade later because of an appeals process, but that such an appeals process is necessary.

**The motion to refer the academic misconduct policy to the Academic Conduct Committee for revision was passed by a unanimous voice vote.**

[Withdrawal Policy \(administrative withdrawal of a student by the course instructor\)](#)

Sarah stated that the possibility of allowing a course instructor to drop a student from the course (for reasons such as excessive absences) had been brought up at the August meeting. She stated that Registrar Rob Wingfield would attend the October senate meeting and discuss the matter.

[Revision of Senate Bylaws](#)

Sarah moved to create an ad hoc committee to review and revise the Senate's bylaws. The motion was seconded and discussed.

**The motion to create an ad hoc committee to review and revise the Senate's bylaws was passed by a unanimous voice vote.**

Sarah asked for volunteers to serve on the committee; volunteers were Kent Harrelson, Matt Higgs, Chris Wozny, and John Gullledge.

### Committee Assignments

Sarah stated that committee assignments have been made; she will notify senators who are to schedule the first meeting of each committee.

She also stated that there is now a Faculty Senate group in the college's Outlook email system; documents such as bylaws and senate meeting minutes will be posted there, and individual committees can upload their meeting minutes.

### New Business

Sarah asked if anyone wished to bring up new business.

Matt Higgs stated that some faculty members are concerned about lack of transparency the College's job postings; some appointments have been made without a job announcement being posted.

Dr. Venable stated that in some cases, a job title was changed rather than a new position being created (such as Dean of Students). She stated that it is within the purview of each Vice-President to reorganize his/her department and that this sometimes involves changes in job titles.

### Adjournment and next meeting

There being no other new business, the meeting adjourned at 4:50.

The next Senate meeting is scheduled for Thursday, October 13.

Respectfully submitted by Kent Harrelson, Secretary