

## Contents

Dalton State Faculty Senate: Minutes of November 11, 2021, Meeting .....	2
Members Present: .....	2
I. Call to Order .....	2
II. Approval of Minutes from Last Senate Meeting (October 14, 2021) .....	2
III. Reports from Officers .....	3
IV. Reports from Committees .....	3
V. New Business .....	5
VI. Announcements .....	8
VII. Adjournment .....	9



## Dalton State Faculty Senate: Minutes of November 11, 2021, Meeting

### Members Present:

Christian Griggs (Senate President), Ali Akdeniz, Karren Bennett, Jacqueline Boals, Alicia Briganti, Amy Burger, Omin Chandler, Cindy Davis, Cecile de Rocher, Carl Gabrini, Nick Gewecke, Tom Gonzalez, John Gullede, Matt Hipps, Leah Howell, Elizabeth Hubbs, Mike Joseph, Clint Kinhead, Jon Littlefield, Luke Manget, Nancy Mason, Annabelle McKie-Voerste, Travis McKie-Voerste, Hussein Mohamed, Jennifer Parker, Jennifer Randall, Tammy Rice, Patrick Ryle, Greg Smith, Sharlonne Smith, Laura Tolliver, Caleb Watkins, Kevin Yan, Lirong Yu, Xinghai Zhao, Bruno Hicks (*ex officio*), Jodi Johnson (guest), Mary Nielsen (guest), Lisa Peden (guest), Barbara Tucker (guest), Mike D'Itri (guest), Jean Johnson (guest), Marilyn Helms (guest), Kimberly Buckner (guest), Stacie Kilgore (guest), Susan Eastman (guest), Melissa Whitesell (guest), Jon Jaudon (guest), Kim Hays (guest), Sarita Gale (guest), Jerry Drye (guest), Sarah Mergel (guest), Elizabeth Chadwick (guest), Gina Kertulis-Tartar (guest)

### I. Call to Order

The meeting of the Senate was convened remotely because of the COVID-19 pandemic. Faculty Senate President Christian Griggs called the meeting to order at 3:15pm and established that a quorum was present.

### II. Approval of Minutes from Last Senate Meeting (October 14, 2021)

Christian asked for approval of the minutes of the October 14, 2021, meeting; Matt Hipps made the motion, and it was seconded by Laura Tolliver. The motion was passed via online vote.

### III. Reports from Officers

- a. Report on Meeting with Nick Henry regarding Parking – Christian Griggs reported the Nick Henry was open and interested to hear what was going on with faculty concerns about parking. He shared with Christian the document of parking rules that included a listing of parking violations and fine amounts. The fine for a first violation is \$20, and it doubles with the third and subsequent violations. Nick Henry does work with Student Affairs to address repeat offenders, so there is a process in place for that. He mentioned that Public Safety raises between \$20,000-30,000 from fines. He does not want to start towing student cars at this point. However, if an officer sees a student park in faculty parking while checking the lots, they do ask students to move. They also have better technology that allows them to easily scan license plates to check for offenders. While they are low staffed at the moment, Nick will speak with the Chief Officer about increased monitoring of the faculty lots. He will also look into the parking violation fines and compare it to other USG institutions to make sure ours aligns with other campuses. However, he doesn't think raising fines will stop this issue. Christian asked senators to let him know if other problems arise regarding this issue.

### IV. Reports from Committees

- a. Academic Conduct Committee. Nothing to report.
- b. Academic Programs Committee. Bruno Hicks reported that the committee has a meeting on Friday, November 19<sup>th</sup>. Elizabeth Chadwick sent out an email requesting agenda items for the meeting.
- c. Assessment Committee. Nothing to report.
- d. Faculty Development Committee. Kevin Yan reported that the committee met on October 26<sup>th</sup> and discussed BOLD Talk topics for next year. The next meeting is scheduled for November 30<sup>th</sup>.
- e. Faculty Evaluation Committee. Omin Chandler reported that the committee met on November 4<sup>th</sup>. They planned to discuss adding a conflict of interest statement to the evaluation manual regarding reviewing one's own portfolio if going up for tenure and/or promotion while serving on the committee, but instead had two guest speakers

attend the meeting. Dr. Hicks and Dr. Nielsen attended to discuss the Board of Regent's policy changes which include (1) Incorporating the component of student success activities in the annual evaluation process and (2) requiring post-tenure review every five years. It was discussed and agreed upon that the Administrative Committee members will work on the metrics for the administrators' evaluation process while the Faculty Evaluation Committee members will focus on the general faculty evaluation process. The committee unanimously agreed that they should start with the definition of student success. Therefore, each member will send a definition of student success to the committee chair (Molly Zhou) by November 30<sup>th</sup>, and the committee will reconvene on December 9<sup>th</sup>, 2021.

- f. Faculty Resource Committee. Jennifer Randall reported that the committee hasn't met since the last meeting. They are waiting to hear back about the Virtual Reality lab documents reported on in the last Senate meeting. They are also waiting on responses to a survey sent out by Melissa Whitesell and will report back.
- g. Faculty Welfare Committee. Nothing to report.
- h. Strategic Planning Monitoring Committee. Nick Gewecke reported that the committee had an informative meeting last Friday. They are looking at updates with the progress reports from the Strategic Plan. They noticed missing reports from year 1 and action plans from year 2, so progress is being made on gathering those reports.
- i. Student Success Committee. Carl Gabrini reported that the committee hasn't met since their initial meeting. He, along with Elizabeth Hutchins and Tammy Rice, met with the Student Government Association's cabinet members to discuss ideas on how to get students better engaged. They wanted to discuss issues with office hours and increasing faculty/student engagement. The committee will also discuss their role regarding the new Student Success Activities criteria for promotion and tenure.
- j. Tenure and Promotion Committee. John Gulledge reported that the committee hasn't met yet because portfolios won't be available until the beginning of the spring semester. However, members of the committee should expect an email from John in the next few weeks.

## V. New Business

### a. DSC Budget Cuts in Academic Affairs – Bruno Hicks

Dr. Hicks said that he was glad to be here to talk about the budget in general and what they are trying to do in Academic Affairs. He mentioned that when we lose students, and thus tuition dollars, in an academic year, it leads to budget reductions in the next allocation. The USG gave DSC a budget cut of \$930,000 with \$580,000 coming from Academic Affairs. Dr. Hicks reinforced that he is sharing with us strategies that are in consideration for these budget cuts, but the conversation is always in motion, so these suggestions may or may not happen. Academic Affairs wants to complete cuts with the least amount of rifts. They are trying to not eliminate any more positions, but there is no guarantee. He also acknowledged that they don't take it lightly that these are people's jobs. USG asked them to review under-performing programs, and based on USG's metrics, they've identified two programs. They are also reviewing all stipends and operating budgets while maintaining the ability to run academic programs. They want to still make sure programs have the resources they need to remain successful. In addition, they are reviewing all retirements, resignations, etc. to see if those lines need to be replaced or not. They are also searching internally for two positions: (1) Director of Institutional Effectiveness and Assessment and (2) Institutional Data Analyst in an effort to save some money by not hiring externally and opening entirely new lines.

Dr. Hicks mentioned that virtually all lecturers remaining are vital to their programs, so he doesn't anticipate eliminating any of those positions. They will possibly eliminate the physical education requirement because it is not a USG requirement. They are also reviewing administrative roles for possible eliminations. One of the ultimate goals is to increase enrollment and get the budget back up, so any ideas related to that would be helpful as well.

Jennifer Randall asked whether or not the Mountain Campus bring in much revenue?

Dr. Hicks stated that it's holding its own right now. It is not really pulling in money, but they are not losing money either. In addition, two degree programs were just started there, so they don't want to prematurely purge that campus and those programs. In

next 2-3 years, if it is not working, they will revisit this issue. Jennifer then asked if there are any events to help publicize the mountain campus to help increase student registration? Dr. Hicks answered that there were and that they just had an open house with superintendents of public schools, and they were going into high schools in the area.

Annabelle McKie-Voerste asked that, if a degree program is cut, what happens to the students currently pursuing those degrees? Dr. Hicks responded that USG would not allow a program to be cut without a teach-out program.

Laura Tolliver asked whether there are any programs/events where DSC representatives go to the high schools and see if they can get seniors registered and signed up to attend Dalton State? Dr. Hicks mentioned how the School of Business is active in high schools around Dalton as well as around the mountain campus. Marilyn Helms talked extensively about everything the School of Business is doing to promote the campus and program.

Tom Gonzalez asked whether the data regarding underperforming programs is available from the USG? Dr. Nielsen responded that the USG has a database that requires them to go in to pull enrollment and graduation data from each program. They pulled it once and shared the information with the deans. They are working on re-verifying the numbers because another report is due in January in which they have to list all programs that accrued within the last 7 years. In addition to reporting all degrees approved in the last 7 years, they also have to report on degree programs with low enrollment and which don't meet graduation thresholds. They are very clear about graduation rates. A BS program requires an average of 10 graduates each year over a 3-year period; for AS programs, it's an average of 5 graduates over a 3-year period. For any program that doesn't meet these minimums, they must report to the USG what they will do about them, including possibly closing those programs.

John Gullledge asked whether the USG mandates the DSC budget cuts based upon overall budget allocation, or is that decision made by DSC Administration? Dr. Hicks responded that the overall budget cut of \$930,000 came from the USG, but that it was

DSC's decision to cut \$580,000 from Academic Affairs because academics represents 63% of the budget.

Mike Joseph asked how our enrollment drop compares to other USG institutions during the pandemic? Dr. Hicks mentioned he can share that data, but we are doing very well compared to other institutions. Some campuses were up to 14% in drops. Jodi Johnson point out that our drop was 5.4% while another school had a 17% drop; we had the 3rd lowest drop and came in 2nd in FTE.

Jennifer Parker asked if we have considered furlough days to prevent losing another faculty member? Dr. Hicks said that the USG does not allow us to do that unilaterally. It's a lengthy process, and they don't usually do that by campus. At the end of the discussion, Dr. Hicks said to reach out to him if anyone has any more questions.

b. Implementation of BOR Policy Changes

After meeting with Dr. Denley via Teams, Christian wanted to discuss as a Senate suggestions on how to implement these changes on our campus.

Jennifer Randall made a motion to send this matter to the Faculty Evaluation Committee; it was seconded by Laura Tolliver and discussion ensued. Jennifer Randall suggested that we have at least two SOTL (Scholarship of Teaching and Learning) activities per semester because the more an instructor is able to test new ideas in class, the more they're able to improve student success.

Matt Hipps mentioned that we could accomplish this goal without significant changes to our process. The three areas should all be able to meet student success, so if we make statements about how the work we're doing meets the goal of student success, we wouldn't need an entirely new section. If we can challenge the committee to come up with statements to make this work explicit, we won't need to change our overall system. Christian mentioned that the Senate Executive Committee discussed this as well and wanted to make as few changes as possible. Dr. Hicks said that whatever we put in place needs to be approved by the USG. Christian asked if there is a timeline for this? Dr. Hicks said they are still waiting on a timeline, but that there are several other campuses

thinking along the same lines of not creating a separate category but making student success activities explicit in terms of evidence in already existing categories.

John Gullede asked what is the purpose, or mission, of our Student Success Committee? He suggested that rather than adding another category, should we revise the Strategic Plan to include student success initiatives?

Matt Hipps mentioned that the committee isn't a policy committee and that only a Faculty Senate policy committee could drive a policy change. So, if this is part of the evaluation process, it would have to go through the Evaluation committee. However, the Student Success committee could help to develop opportunities to engage in student success for faculty. To address John's suggestion, Dr. Nielsen said that there are already metrics related to student success in the Strategic Plan.

Bruno Hicks mentioned that the other part of the equation for the Evaluation Committee is to come up with a remediation plan during post-tenure review for faculty not meeting standard requirements. We'll want to lay out our own guidelines for what that looks like.

Matt Hipps mentioned that, if we choose to include a new Student Success category, it would require us to change our entire evaluation system and adjust other categories. We may not have that kind of time to change the entire manual.

Christian suggested that we might want a list of student success activities that could count to which faculty could refer. He will probably look into it and see if committees have any ideas.

After discussion ended, the motion to send this matter to the Faculty Evaluation Committee was approved via electronic vote.

## VI. Announcements

- a. Next Faculty Senate meeting on Thursday, February 10 at 3:15pm via Teams
- b. Other announcements. Dr. Nielsen encouraged everyone to attend the theatre production of *The Odd Couple* to support DSC students and the theatre program. The play runs from November 17-20 at 7:30pm each night in Goodroe Auditorium.

## VII. Adjournment

The meeting was adjourned at 4:15pm.

Respectfully submitted,

Alicia Briganti, Senate Secretary