

FACULTY SENATE MINUTES

September 16, 2013

Meeting Date: September 16, 2013 at 3:15 P.M.

Location: Houston Cole Library, 11th Floor Conference Room #1101C

Members Present: Tim Barnett, Scott Beckett, Paul Beezley (*sub. for A. Martinez*), Robbie Boggs, David Dempsey, Windon Edge, Guillermo Francia, Teresa Gardner, Doug Gordon, Pitt Harding, Mark Hearn, Tanveer Islam, Raina Kostova, Chris Murdock, Charles Notar, Greg Pass, Ellen Peck, Kerri Reese, Erin Rider, Steven Stout, Teje Sult, Yingqi Tang, Stephen Tsikalos (*sub. for D. Perygin*), Melanie Wallace

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Members Absent: Jeffrey Hedrick, Kory Hill, Bryce Lafferty, Jim McIntyre, Nancy Mellen, Charlcie Vann, Mike Davis

I. Call to Order

Faculty Senate President Teresa Gardner called the meeting to order, welcomed everyone back, and introduced the following guest speakers. (Jade Wagner, SGA President, was unable to attend.)

II. Guests: (1) President Meehan thanked everyone for assistance with the SACS self-study report; those documents were submitted to SACS last week. Referring to his first stapled set of handouts on Credit Hour Production (CHP), Dr. Meehan pointed out the decreased CHP (in red and parentheses) in most departments, with an overall head count decrease of 468 students as compared to Fall 2012 (8693 in Fall 2013 versus 9161 in Fall 2012). Referring to summer CHP (p.3), he said that, in the future, the administration would be looking at those summer terms that had the best CHP. Continuing (p.4), Dr. Meehan explained that our decreased numbers were largely due to changes in federal financial aid—most notably Pell Grants, as Congress took money out of this program to help pay for the Affordable Health Care act, lowering the income cap for eligible families to \$23,000 annually (near poverty level in Alabama, but much lower than poverty level in many states). JSU has lost 874 Pell Grant students over the last two years (284+590). Otherwise, he felt that we would be up in enrollment.

Dr. Meehan continues to pledge to students that JSU will aim to be at or below the median cost for higher education in Alabama. After the latest increase in tuition and the addition of our first-ever fee this year, JSU is currently 7th highest in cost out of the 14 Alabama institutions which offer undergraduate degrees (\$20 over the actual median of \$8770). As a result, Dr. Meehan will NOT recommend an increase in tuition to the Board of Trustees. JSU is 10th in graduate tuition [out of 13], \$300 below the median cost. (See pp. 5–7.) He did mention that Athens State can and may offer graduate classes in the near future.

The number of honors students is down (to 409 from 494) this fall (p. 8). Dr. Meehan recommended that we encourage outstanding students in our classes to consider taking honors classes. The number of students receiving the Elite Honors Scholarship is up (to 31 from 30). Distance Education numbers are down (pp. 9–11): CHP is down by 906 (down 1084 in undergraduate but up 178 in graduate) and the number of distinct students taking distance education courses is down by 156 (148 undergraduate, 41 graduate). Dr. Meehan touted the success of our faculty scholarships in changing the composition of our student body—the average entering freshman ACT scores continue to rise, reaching 22.5 this fall (pp. 12–13). *Quickfacts* (pp. 14–15) showed no big changes in student demographics. Graphs on p. 16 showed significant success in first-year retention (up to 71% from 67% last fall) and an upturn in the 6-year graduation rate (up to 31% since Fall 2007 over 29% Fall 2006).

With regard to the budget, revenues are down because student enrollment is down. There was an increase of \$2.7M (million) in budget needs this year; we are still down \$1.2M in meeting requirements. Nevertheless, he said he can balance the budget, while still requesting from the Board of Trustees a 2% faculty/staff raise (retroactive to Oct. 1, 2013). To do this, he will be asking for budget trimming in every division—athletics, academics, etc. (For example, his own division will keep two positions unfilled for now.) He, of course, cannot predict how the Trustees will vote, but he did not believe they will turn down the request.

Dr. Meehan said that he appreciates our efforts in Supplemental Instruction (SI)— 900 slots available in various classes and 75 tutors available at ACE. He asked us to encourage our students to take advantage of these resources. Further, he indicated that GradesFirst would be rolled out for use with all students across campus soon and encouraged faculty to make use of it.

This summer, the Alabama legislature passed HB 424, which allows in-state tuition rates for out-of-state scholarship students. Our Trustees have embraced this and enacted this policy in order to further bolster our new student enrollment. As a result, JSU is now a better buy for many out-of-state students—such as those from Georgia, where fees are typically much higher than ours. (The Hope Scholarship program has forced Georgia colleges to cap tuition, but they have raised fees extensively.)

JSU also wants to increase the number of scholarships for students transferring from 2-year colleges, both to increase our enrollment and to assist community colleges meet their mandate to increase their baccalaureate graduation rates. (Currently in Alabama, only 5% of students earning an associate's degree go on to complete a baccalaureate degree.) JSU already offers Presidential scholarships to such students—at least one for every Alabama community college—but those are named by the community colleges, not JSU. Dr. Meehan stated that JSU would offer new tuition scholarships—24 credit hours per year for two years—for students who complete an associate's degree in Alabama by Fall 2014 with at least a 3.5 GPA and who continue to maintain a 3.5 GPA at JSU.

(2) Dr. Rebecca Turner, Provost and VPASA, reiterated that new transfer scholarships would help us attract high-performing students and reminded faculty that we are not required to look at ACT scores for transfer students, hence the scholarships based on GPA. She also elaborated on the SI programs at JSU, targeting 16 separate sections of various courses (in MS, BY, PSY, CY, PHS, EC) selected on the basis of traditional struggles among students and willingness of faculty to work with the SI program. SI student leaders work under Janet Moore—they are assigned to a course and work with students after class in small groups or one-on-one with those who need additional help. She hopes to see good results this year and even more student success in the future. Referencing Vincent Tinto's "Completing College: Rethinking Institutional Action," the result of a 10-year research study on student retention, Dr. Turner noted that our students—especially first-generation college students—need extra help to be successful at the college level. Since they do not always come properly equipped, we need to be more deliberate with advisement and make more tools available to help students "manage their world." GradesFirst and SI are two such tools. She mentioned that JSU is already paying the fee for everyone to use GradesFirst, so faculty not already trained to use it will be in the near future. (Contact Janet Moore, moore@jsu.edu, with questions.)

The other side of the Pell Grant loss of eligibility is the lack of Satisfactory Academic Progress (SAP) among many students. Dr. Turner emphasized that we need to help students make good choices in order to complete their academic programs as efficiently as possible, so as not to waste money and time. Many students have lost their financial aid eligibility and then cannot return to school because their grades don't merit it. Dr. Turner pointed faculty to the [AASCU website \(policy section\)](#), where there is a set of resources about the impact of federal student financial aid on our students.

Speaking of the need to find resources to help us help our students, Dr. Turner mentioned NROC (National Repository of Online Courses)—which JSU joined on a pilot basis with Dr. Jan Case for certain math courses. (See handout on NROC.) Our university-wide membership now gives faculty access to all of these online resources, which they may make available for student use outside of class to help them be more successful. Scott Beckett, at Dr. Turner's request, summarized current efforts in the LS Department with NROC and pointed faculty to JSU's HippoCampus website, www.hippocampus.org/?user=myjsu, which links to NROC and other online resources. He indicated that instructors could, for instance, set up a playlist of these resources for their classes within Blackboard. Many available resources are designed to help lower-performing students track the best path to their goal. Dr. Turner said that we would get a targeted email containing this and more information in the near future.

(3) Dr. Alicia Simmons, Executive Director, Office of Planning and Research and the Institute for Research and Collaboration, described the work of the Institute, including assistance with grant proposal writing and reporting, as well as the creation of interdisciplinary Centers for research on campus. She mentioned upcoming professional development: 1) Sept. 19, 12:30 p.m., Coxwell Room—a panel discussion of successful grant writers, moderated by Dr. Francia; 2) Sept. 24, 2:00 p.m., Gold Room—mock proposal training. (Contact Allison Newton, anewton@jsu.edu, to sign up to attend.)

Referring to a handout she provided on General Education Competencies 2008-2013, Dr. Simmons pointed out the 8 competencies (p. 1) all JSU students are expected to exhibit. These competencies, correlated to the university's mission statement, are important for transfer students as well as freshmen, and they are measured in a variety of ways (CBASE, CLA, EPP for online students, NSSE, GSS). She focused on Competency #5—"Apply critical thinking and reasoning skills," reporting a downward trend in this category among seniors, as measured by the CBASE (see p. 11). The CLA, however shows better results, but JSU is still below the national average in critical thinking. As a result, JSU is focusing on improving critical thinking and reasoning through the upcoming Quality Enhancement Plan (QEP) to be submitted to SACS.

A question was raised as to why statistics on the CBASE show a downward trend while ACT scores are on the upswing. Dr. Simmons responded that the CBASE is given to seniors, while ACT scores are for freshmen, so there may be a time lag before we may see a corresponding increase in CBASE scores.

(4) Gena Christopher, QEP co-chair (Instructor of English), handed out information on "fast forward," the theme for the QEP plan, soon to be submitted to SACS. She said that the QEP is a work in process; a draft will be posted online, hopefully October 1. At that point, the QEP committee will be soliciting campus-wide feedback. They want to hear suggestions and concerns from faculty, to ensure the development of a QEP that faculty will respect and will be excited about. By the end of fall semester, the QEP committee hopes to have finalized the document, so that it can be publicized in early spring and faculty and students can familiarize themselves with the QEP prior to the arrival of the SACS on-site review.

The QEP theme is using 21st-century tools to promote critical thinking. Students and faculty will be trained to be more learning-centered; the integration of technology, including a one-to-one iPad initiative, will be key. The QEP should impact JSU well beyond the 5 years covered in the plan. Stickers and bumper stickers are now available to help spread the word; soon there will be T-shirts and rubber bracelets to distribute among students.

III. Approval of Minutes from the May 2013 Meeting

May minutes were not available from the prior Secretary.

IV. Old Business

David Dempsey inquired about the status of the **Recommendation on Good Academic Standing** (to increase requirements to 2.0 cumulative GPA at all times) proposed by the Admissions and Scholarship Committee and approved by the Senate in May 2011. Dr. Gardner said that she did not believe a final copy of the recommendation was ever received from the committee and, thus, was never brought before the University Council. Dr. Dempsey provided a copy and also will send an electronic copy

V. New Business

- Dr. Gardner presented the **Recommendation for Waiver of the General Tuition Fee for Faculty and Staff** which recommends exempting faculty and staff. A motion to approve the recommendation was made and seconded, and it was unanimously passed.
- Dr. Gardner pointed out the committee responsibilities outlined in the Faculty Senate Constitution and Bylaws (see handouts) and asked that every Senator sign up for one of the committees, so that work can begin. Each committee will (electronically, if necessary) elect a committee chair to serve on the Executive Committee.
- New Senators introduced themselves.
- A Senator asked what decision was made on the proposed 2014-15 academic calendar. Dr. Gardner reported “Calendar 2” was chosen for Fall and “Calendar 1” for Spring. Dr. Dempsey asked about the promised faculty representation on the calendar committee; Dr. Gardner will remind the registrar to include a Senate representative next year.

VI. Announcements: There were no announcements.

VII. Adjournment: The meeting was adjourned at 4:41 p.m.

FACULTY SENATE MINUTES

October 14, 2013
1103C Houston Cole Library

Members Present: Tim Barnett, Robbie Boggs, Ben Boozer, David Dempsey, Guillermo Francia, Teresa Gardner, Doug Gordon, Pitt Harding, Jeffrey Hedrick, Kory Hill, Tanveer Islam, Raina Kostova, Ron Mellen (*sub. for Nancy Mellen*), Chris Murdock, Charles Notar, Erin Rider, Steven Stout, Teje Sult, Yingqi Tang, Melanie Wallace

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Members Absent: Scott Beckett, Mike Davis, Windon Edge, Mark Hearn, Bryce Lafferty, Alexandra Martinez, Greg Pass, Ellen Peck, Donna Perygin, Kerri Reese, Charlcie P. Vann, Jade Wagner

I. Call to Order: President Teresa Gardner called the meeting to order and reminded everyone to sign up for at least one Senate committee for 2013-2014. She explained the purpose of each committee and indicated that committees meet approximately monthly; work may be done via email.

II. Guests: (1) **Gloria Peterson**, from **United Way**, introduced volunteer **Becky Cox**, who told of her experiences as a student at JSU and as a social worker. Ms. Peterson indicated that United Way supports 23 local agencies. Faculty have received a letter from Dr. Meehan and Gloria Horton about how to support United Way (e.g., through payroll deduction). Anyone needing pledge forms or information should contact Gloria Horton (782-5409; ghorton@jsu.edu).

(2) **Gordon Stone**, **Executive Director** of the **Higher Education Partnership (HEP)**, spoke about the organization's mission to advocate for the interests of Alabama's public universities; they have been our voice in Montgomery since 1997. He pointed out that Alabama's Education Trust Fund (ETF) budget has dropped from \$6.4 billion to \$5.4 billion since 2008. The percentage going to higher education (as opposed to K-12 and 2-year colleges) has recently fluctuated around 27%; the HEP advocates for a more equitable 33% of the ETF, as we got from 1975-1995. Mr. Stone anticipates about \$150 million in new ETF money in the coming year, which will not mean much for any individual school's budget. This number will not be higher because the Rolling Reserve Act mandates taking the average change in revenue over the past 15 years in order to make state budget decisions; any excess revenue over this projection will go to pay back reserve funds from which money was borrowed during the worst of the recession. Another issue of concern is the need to make higher education accessible to our citizens; 22% in Alabama have 4-year college degrees (national average is 27%). However, college tuition has risen as state funding has lagged, so it is hard for us to increase the number of college graduates and, consequently, per capita income. So the HEP's message to state legislators is that cutting money from higher education reduces investment in the very mechanism that can grow our economy and generate more state revenue.

Mr. Stone introduced Karli Creech, the new HEP Director of Campus Membership and Student Activities and directed everyone to the HEP website (www.higheredpartners.org) to join or renew their membership. He also encouraged faculty to contact their local legislators with concerns and to support Higher Education Day in Montgomery on February 27 (last Thursday in February) by avoiding major exams and assignments that day, so that students can attend. In response to several questions, Mr. Stone:

- noted that faculty can join or renew at the HEP website using credit card information, or they can call to request forms or even have someone from HEP come to meet with their department;
- touted some of the HEP's main accomplishments—for the last 11 years, Alabama's governor has not drastically cut the higher education budget, since the HEP helped to oust the previous two governors and fought an 18% cut to higher education all the way to the Supreme Court;

- pointed out that the main reason the ETF is poorly funded is because money comes from income and sales taxes, rather than more stable property taxes;
- explained that the HEP could no longer use payroll deduction (due to a new ethics law) so the website was upgraded to make membership renewal as easy as possible; and
- responded to a question about the effects of HB56 (immigration law)—specifically, that children of illegal aliens can now attend school but are not eligible for in-state tuition—by saying that the HEP board voted not to get involved in this issue (which is probably an institutional decision) so as not to weaken their chances of influencing the education budget.

III. Approval of Minutes: The May 2013 and September 2013 meeting minutes were approved as presented.

IV. Unfinished Business:

- **Update on September 16 recommendation (#2013-01)**—this recommendation for **Waiver of the General Tuition Fee for Faculty and Staff** was approved by the University Council and President Meehan; it now goes to the Board of Trustees Budget Committee and then to the general meeting on Monday, Oct. 21, 2013.
- **Recommendation on Good Academic Standing (#2013-02)**—this recommendation (see handout) to define “Good Academic Standing” to be a cumulative GPA of 2.0 or higher was passed in May 2011. It was reformatted according to current practice; Dr. Gardner shared it with members of the administration and it was well received. D. Dempsey (a member of the Admissions & Scholarship Committee which originally drafted the recommendation) fielded questions, pointing out that the intention is to identify underperforming students earlier, so that they can be provided additional academic support and monitoring. A motion by C. Notar to approve the recommendation passed unanimously; Dr. Gardner will present it at the next University Council meeting.

V. New Business: As there were no committee reports, Dr. Gardner began with the President’s Report.

- Basketball ticket prices increased, even for faculty.
- New university policies have been posted online, including policies on in-state tuition, procedures for employment, and procedures for handling student records.
- C. Notar recommended we work to eliminate the upcharge on online tuition; Dr. Gardner referred this to the Policies Committee.
- D. Gordon voiced concern about having final exams immediately after Thanksgiving break and said the Senate should lobby against it in the future; Dr. Gardner referred this to the Policies Committee.
- Dr. Gardner referred a question about eliminating May term to the Policies Committee.
- R. Boggs suggested we work on a recommendation to prevent students from taking more hours than advised; Dr. Gardner referred this to the Admissions & Scholarship Committee.
- J. Hedrick questioned the use of IDEA evaluations as faculty evaluations, rather than just course evaluations; Dr. Gardner noted that faculty are welcome to supplement IDEA with other forms of evaluation, but perhaps the Senate might want to take a look at this in the future.

VI. Announcements:

- Dr. Gardner reminded Senators to send their alternate if they are unable to attend a meeting. She asked Senators for their preferences regarding when meeting reminders are sent.
- The annual Madrigal Dinner will be Nov. 22 & 23.
- The Board of Trustees will meet Monday, Oct. 21, at 10:00. Faculty are invited to attend.

VII. Adjournment: The meeting was adjourned at 4:22 p.m.

FACULTY SENATE MINUTES

November 18, 2013
1103C Houston Cole Library

Members Present: Tim Barnett, Scott Beckett, Robbie Boggs, Ben Boozer, Mark Camp, David Dempsey, Winton Edge, Guillermo Francia, Teresa Gardner, Doug Gordon, Pitt Harding, Mark Hearn, Jeffrey Hedrick, Kory Hill, Tanveer Islam, Raina Kostova, Ron Mellen, Chris Murdock, Ellen Peck, Donna Perygin, Erin Rider, Todd McKerchar, Teje Sult, Yingqi Tang, Jade Wagner, Melanie Wallace

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Members Absent: Mike Davis, Bryce Lafferty, Alexandra Martinez, Charles Notar, Greg Pass, Charlcie P. Vann

I. Call to Order: President Teresa Gardner called the meeting to order and introduced our guests.

II. Guests: (1) Dr. Charles Lewis, Vice President for University Advancement, gave an update on the Capital Campaign, which is currently in the final stages of planning and in the leadership gift phase (a silent phase for 18-24 months until 60% of the \$35.1 million is pledged). He thanked us for participating—over 50% of faculty and staff have participated (pledging over \$225,000—or more than \$500,000 including estate gifts), and he believes that number can reach 60%. The Nov. 15 deadline will be extended until the end of the semester. Dr. Lewis reiterated that our participation is important—not the amount given; faculty/staff participation helps when pledges are solicited outside the university. He plans to come back to update us periodically.

(2) **Dr. David Thornton,** Assistant Professor of Computer Science, showed a video demonstrating a new feature in MyJSU—the ability to view photos of students (or faculty). In the faculty tab, choose “Advisement ID Lookup,” enter the student ID number, and the picture is shown. The video can be found online at <http://www.youtube.com/watch?v=76387oLiTeM> . Dr. Gardner mentioned that online-only students may not have a photo in the system.

(3) **Dr. Jean Pugliese, Associate Dean of Graduate Studies,** made us aware that she and Dr. Delap (Vice Provost and Dean of Graduate Studies) had decided to restructure the Graduate Council to include not only the Deans, Associate Deans, and Vice Presidents, but also graduate faculty representatives from each college. These faculty would constitute a Curriculum Committee which would vote electronically on all (non-controversial) graduate curriculum changes; then Dr. Pugliese would send these to Dr. Turner. The Graduate Council would not deal with curriculum issues unless something is controversial. Dr. Pugliese requested that the Faculty Senate recommend four graduate faculty (one from each college) to Dr. Delap for appointment to this Curriculum Committee. (We will decide on a process to identify these faculty and Dr. Gardner will transmit the recommendation.) Dr. Pugliese also intends to include representatives from other relevant offices—Financial Aid, Registrar, Bursar, and the Library.

(4) **Chris Newsome and Graham Lewis,** from **Academic Computing and Network Support (ACNS),** talked about plans to redesign the JSU faculty website (www.jsu.edu/faculty) to serve as a single site for all faculty information, including faculty experts and links to personal faculty websites. They asked for feedback as to what should be included (or not). Suggestions included:

- faculty members’ areas of research (which should be included on the Faculty Experts site)
- enough to help students find general information on faculty, since different departments display this information differently
- contact information—email address, office phone, office hours, photo?
- links for advisors for student organizations or for particular majors

The hope is that this site will be ready by May. They intend to have an easy form by which to submit this information for use on the webpage; some may be entered by department secretaries. The next goal will be to work on “funnels”—different web paths with different information for the type of use (current student, faculty, etc.). In the future, they hope that content will be crafted with particular audiences in mind.

(5) **Jade Wagner, SGA President**, discussed several things the SGA has been working on:

- Hours for ACE (Tutoring Services) have been extended: Mon. – Thurs. until 2 a.m.; Sunday 6 p.m. – 12 a.m.
- Higher Education Day is Feb. 27 in Montgomery—faculty are asked to help by not scheduling tests on that day.
- Final exam week: Snacks in the Library will be on Mon., Wed., and Thurs., and the midnight snack in the cafeteria will be on Tuesday.
- JSU in Lights, Dec. 2, 4:00 p.m.—please attend and bring an unwrapped gift for a child aged 5-10.

III. Approval of Minutes: The October 2013 meeting minutes were approved as presented.

IV. Unfinished Business:

- Committee assignments: Not everyone has signed up; Dr. Gardner circulated the sign-up sheet.

V. New Business: As there were no committee reports, Dr. Gardner began with the President’s Report.

- **Recommendation on Good Academic Standing (#2013-02)** was passed unanimously by the University Council and was sent to Dr. Meehan for approval.
- Emeriti Faculty nominations: Dr. Hardy Jackson (History), Dr. John Merriman (Music), and Dr. Donna Herring (Ed. Resources) were recommended by the Faculty Honors Committee. University Council approved the names and sent them to Dr. Meehan for approval.
- JSU Trustees are looking into plans for a lodging facility at Little River Canyon and a possible zipline attraction.
- Students have requested a rock-climbing wall on campus.
- Students want more campus activities: Jade Wagner mentioned that the SGA is planning for “Cocky Days” in April. This would be a giant festival with a variety of activities, including involvement by departments across campus. She is interested in any ideas we have for big campus events, to create some new traditions.

VI. Announcements:

- The Thanksgiving Meal at the cafeteria will be at lunch on Thursday, Nov. 21. The Christmas Meal will be at lunch on Wednesday, Dec. 5.
- Auditions for “Kiss Me Kate” are tonight at 6:00 at the Drama Department.
- There will be no Faculty Senate meeting in December; the next meeting is Jan. 13.

VII. Adjournment: The meeting was adjourned at 4:08 p.m.

FACULTY SENATE MINUTES

January 13, 2014
1103C Houston Cole Library

Members Present: Tim Barnett, Scott Beckett, Robbie Boggs, Ben Boozer, David Dempsey, Windon Edge, Guillermo Francia, Teresa Gardner, Doug Gordon, Pitt Harding, Mark Hearn, Jeffrey Hedrick, Kory Hill, Tanveer Islam, Ron Mellen, Chris Murdock, Greg Pass, Donna Perygin, Erin Rider, Steven Stout, Teje Sult, Yingqi Tang, Charlcie P. Vann, Jade Wagner, Melanie Wallace

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Members Absent: Mark Camp, Mike Davis, Raina Kostova, Bryce Lafferty, Alexandra Martinez, Charles Notar, Ellen Peck

I. Call to Order: President Teresa Gardner called the meeting to order and introduced our guests.

II. Guests:

(1) Ms. Janet Moore, Director of Academic Enhancement & Tutoring Services, moore@jsu.edu, discussed ways in which **GradesFirst** software—previously used with only student athletes, but now in use university-wide (as of Fall 2013)—can help increase retention.

- GradesFirst (GF) facilitates communication among faculty, students, and support staff, enabling both email and text messages (which keep faculty phone numbers unlisted). Students should update their personal info in MyJSU (Banner). Conversations can be documented within GF and mass announcements can be made (to a class, to advisees, etc.). Recording attendance notifies students when they are marked absent or tardy; advisors can see attendance records for their advisees.
- Through GF, instructors can issue early alerts and identify “at-risk” students at any point during the semester. Depending on the reason for the alert, appropriate personnel (athletics, academic coaches, counseling, etc.) are notified and a case file is created, so everyone involved can track progress toward resolution of the issue. Comments can be either shown to or hidden from students.
- Academic advising appointment campaigns can easily be set up in GF. The advisor designates times available, sets appointment parameters, and selects the group of students allowed to schedule appointments. The resulting appointment schedule can be integrated with Zimbra calendars (GEM) and students can set up reminders (email or text). Students and faculty can cancel or reschedule.
- Login for GF is through MyJSU—no separate login is needed.

(2) Ms. Gena Christopher, Co-chair of QEP Committee and Instructor of English, discussed the QEP (Quality Enhancement Plan) required for our SACS-COC reaccreditation.

- The QEP, entitled “**FastForward**”—**using 21st-century tools to promote critical thinking**, is intended to address perceived weaknesses university-wide in students’ critical thinking, the emphasis chosen by the QEP committee (30+ members) during their work over the last 2 years.
- A **center for excellence in teaching in learning**, called the “**Faculty Commons**,” is being created to facilitate faculty development—to provide assistance with teaching methods, technology, travel money—any sort of pedagogical training. Once office space and a director are identified, the center will be part of the new division of Educational Technology and Support, under new Associate Vice President Joe Walsh. An early mission of the center will be to train 16 faculty mentors in the College of Arts & Sciences, so chosen because first-time freshmen are the targeted group for study.
- In Fall 2015, every first-time freshman will be issued an iPad for use in their classes. Preparatory work is necessary to upgrade the campus wi-fi infrastructure, classroom TVs, etc.
- The QEP committee must submit the proposal by Feb. 14. Once the committee approves the QEP report, it will be made available for faculty review and comment (via announcement on MyJSU).
- Ms. Christopher handed out buttons, bracelets, and T-shirts to help increase awareness of the QEP.

(3) **Ms. Jade Wagner, SGA President**, made several announcements:

- This Wed., 6:00-9:00 in the TMB—Peace, Love & Unity party and canned food drive for JCOC
- This Thurs., 7:00—SGA Spirit Night at the JSU basketball game; football team will be recognized
- Higher Education Day—Feb. 27: Please avoid major exams and assignments so that students can travel to Montgomery to participate.
- Apr. 9—Plans are in the works for “Cockystock,” an all-day music festival and showcase of student talent, to be held on the TMB lawn and quad.

III. Approval of Minutes: The November 2013 meeting minutes were approved as amended.

IV. Unfinished Business:

- Committees need to meet, elect chairs, and get to work on recommendations.

V. New Business: Only the Welfare Committee reported; then Dr. Gardner gave the President’s Report.

- The **Welfare Committee (Tim Barnett, chair)** is working toward recommendations on salary equity across departments with regard to summer pay, as well as salary compression and differentials across departments, among other areas. Dr. Barnett asked other senators to find out how their departments handle summer salaries and to email him at tbarnett@jsu.edu.
- **President’s Report:** Dr. Gardner...
 - appointed the following faculty members (one from each college) to the Graduate Council Curriculum Committee, per Dr. Pugliese’s request: Guillermo Francia, Linda Allen, Mark Hearn, and Rebecca Pineheart.
 - brought announcements from last week’s Town & Gown meeting:
 - new Asian restaurant opening near Winn Dixie
 - possible construction of new Kitty Stone Elementary near the high school
 - Jan. 18-25—high school basketball tournaments at JSU Coliseum
 - Feb. 18-22—AHSAA regional basketball tournament at JSU Coliseum
 - Feb. 2—softball fan day
 - Apr. 5-6—Cheaha Challenge bicycle race
 - Apr. 18—J-Day football game
 - will be meeting Friday with the new Registrar, Emily White, about the academic calendar.
 - wants to invite Trustees to come to a Faculty Senate meeting. Trustees will meet on April 21, so she suggested that we postpone our April meeting to that date to facilitate this. **A motion was made and approved to move our April meeting to April 21 for this purpose.**
 - asked for other suggestions for people to invite to a Senate meeting. Joe Walsh, the new Assoc. VP for Educational Technology & Support, was suggested.
 - offered for consideration **Recommendation (2014-01)** for a **Faculty Award for Excellence in Learning Technology**. A motion was made and approved; Dr. Gardner will present it at the next University Council meeting in the hope that it can be approved for next year.

VI. Announcements:

- Robotics competitions (K-12) will be held Feb. 8 (regional) at GSCC-Centre and Mar. 8 (state) at the JSU Coliseum. The Technology Fair will be held at JSU on Feb. 28.
- The ROTC program has a Facebook page “Gamecock Battalion” where we can get information on their activities. The Ranger Challenge team will compete soon.
- Jacksonville Opera Theatre will present “Trial by Jury” on Jan. 17 & 18.

VII. Adjournment: The meeting was adjourned at 4:43 p.m.

--APPROVED--
FACULTY SENATE MINUTES

February 10, 2014, 3:15 p.m.
1103C Houston Cole Library

Members Present: Tim Barnett, Scott Beckett, Robbie Boggs, Ben Boozer, Mark Camp, David Dempsey, Windon Edge, Teresa Gardner, Doug Gordon, Pitt Harding, Jeffrey Hedrick, Kory Hill, Tanveer Islam, Raina Kostova, Ron Mellen, Chris Murdock, Greg Pass, Ellen Peck, Donna Perygin, Teje Sult, Yingqi Tang, Charlcie P. Vann

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Members Absent: Mike Davis, Guillermo Francia, Mark Hearn, Bryce Lafferty, Alexandra Martinez, Todd McKerchar, Charles Notar, Erin Rider, Jade Wagner, Melanie Wallace

I. Call to Order: President Teresa Gardner called the meeting to order and introduced our guests.

II. Guests:

(1) **Mr. Warren Koegel, Director of Athletics**, introduced John Grass (pronounced GrAHss), JSU's new head football coach (see below). Mr. Koegel said he was pleased they were able to quickly find a replacement for former coach Bill Clark, who accepted the head coaching position at UAB in January. JSU staff are already interviewing assistant coaches to replace those who have left. In his third year now, Mr. Koegel believes we are doing a good job with student athletes at JSU, and he is serious about helping them graduate. Janet Moore and the ACE staff are assisting with these efforts; fewer are leaving school mid-semester. Recruits are aware that they are coming to a good school where they have the opportunity to get a good education. Grades from Fall 2013 indicate that 12 of 16 sports had an average GPA over 3.0; football and a few others are working toward that goal. This is important because the NCAA requires a certain percentage of progress toward degree for each student athlete. Mr. Koegel said that the Athletic department stresses communication—they appreciate the work faculty do and he welcomes the opportunity to talk with us anytime. Anyone wanting to meet with him needs only contact his secretary to make an appointment.

(2) **Mr. John Grass, Head Football Coach**, spoke of being a proud JSU alumnus, along with his wife Jada, a JSU mathematics education graduate. He indicated that football practices are always open to faculty and he is always available; appointments can be made through his secretary. He expressed a desire for faculty to contact him or the other coaches if we have suggestions or if they can help us.

III. Approval of Minutes: The January 2014 meeting minutes were approved.

IV. Unfinished Business:

- Items of interest from the January Board of Trustees meeting
 - Trustees approved a memo of understanding relating to the proposed zipline at Little River Canyon on JSU property. The memo allows our lawyers to explore the details of such an arrangement, especially concerning liability and cost.
 - Vinson Houston, VP for Information Technology, plans to double campus wi-fi bandwidth.
 - The Faculty Senate recommendation (2014-01) for a new Faculty Award for Excellence in Learning Technology was approved by the University Council. It is already listed on the JSU website with the four other faculty awards and will be awarded this year.

V. New Business: The Admissions and Scholarship Committee reported briefly, followed by Dr. Gardner.

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- **Admissions and Scholarship:** Chair Robbie Boggs reported that she had checked into whether we could limit the number of credit hours students sign up for by advisement. The Registrar indicated that was not possible, so advisors should diligently document their advice in case of any problems.
- **President's Report:** Dr. Gardner...
 - asked senators to encourage their colleagues to apply for faculty awards; it would be great to have one applicant from each department.
 - made a suggestion (handout—Suggestion #1 for Campus Improvement)—in response to student complaints to Dr. King that some advisors were not available between fall and spring semesters—that departments be proactive by designating a “holiday” advisor who would receive overload pay. She also suggested that a holiday message be placed on the JSU webpage, as well as departmental webpages, providing information on closing/opening dates and how to get in touch with an advisor.
 - made a suggestion (handout—Suggestion #2 for Campus Improvement)—in response to many unfortunate situations resulting from recent weather closures—that the university work to improve communication during closures. In particular, buildings should be checked to see if anyone is stranded, particularly anyone with a disability, so that they can be provided with information regarding shelter, food, etc. A central clearing house for information is needed.
 - Senators were asked to contact Dr. Gardner with any other suggestions. The University Council will meet March 5.

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VI. Announcements:

- The Drama department will present the musical “Kiss Me, Kate” Feb. 20–23 and Feb. 27–Mar. 2. Former department head Carlton Ward will be making an appearance in the show.

VII. Adjournment: The meeting was adjourned at 4:01 p.m., prior to campus closing for weather at 4:30.

--APPROVED--
FACULTY SENATE MINUTES

March 10, 2014, 3:15 p.m.
1103C Houston Cole Library

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Members Present: Tim Barnett, Scott Beckett, Robbie Boggs, Ben Boozer, Mark Camp, David Dempsey, Windon Edge, Guillermo Francia, Teresa Gardner, Pitt Harding, Mark Hearn, Jeffrey Hedrick, Tanveer Islam, Todd McKerchar, Ron Mellen, Greg Pass, Donna Perygin, Erin Rider, Yingqi Tang, Charlcie P. Vann, Melanie Wallace

Members Absent: Mike Davis, Doug Gordon, Kory Hill, Raina Kostova, Bryce Lafferty, Alexandra Martinez, Chris Murdock, Charles Notar, Ellen Peck, Teje Sult, Jade Wagner

I. Call to Order: President Teresa Gardner called the meeting to order and introduced our guests.

II. Guests:

(1) **Dr. Tim King, Associate Vice President for Enrollment Management & Student Affairs** [tbking@jsu.edu, 102 Bibb Graves, 782-5020] with the help of **Noelle Millirons**, a Graduate Assistant in the office of **Student Life**, gave a presentation on the functions of his office and those offices in his division, including Admissions, Registrar, Student Financial Services (financial aid, scholarships, VA), University Housing & Residence Life, University Police (UPD), Student Health, Counseling Services, Disability Support Services (DSS), Career Services, Student Life, and Recreational Sports. Of particular interest were the variety of issues Dr. King's office deals with directly:

- a. **Medical/Compassionate Withdrawal**—Students may apply for withdrawal in Dr. King's office for the current or previous semester.
- b. **Title IX Coordination**—gender discrimination, equal opportunities, and response to reports of sexual assault [Note: Faculty should contact Dr. King whenever a student reports a sexual assault; he can work with UPD or not, depending on the victim choice.]
- c. **Student Complaints**—Dr. King is obligated to investigate all varieties of complaints; he is also the official complaints receiver on campus for SACS-COC.
- d. **Behavioral Concerns Team (BCT)**—Dr. King chairs this team, made up of faculty and staff, to assess and respond to students, faculty, or staff who are exhibiting distress or erratic behavior, with the goal of protecting the needs of that individual and the campus community.
- e. **Safe Zone Plus**—a network of campus employees which provides advocacy, guidance, and compassion for students experiencing problems or crisis due to sexual orientation (LGBT), being the victim of a crime, etc.

Many of these functions may be unknown to faculty until a particular crisis situation arises; it was helpful to find out that Dr. King himself, or someone in his office, is on call around the clock to assist with these important student issues.

(2) **Dr. Joe Walsh, Associate Vice President for Educational Technology & Support** [ejwalsh@jsu.edu, 212 B Self Hall, 782-5616], gave an overview of what we can expect from his division, formerly known as **Distance Education**, but renamed to reflect the importance of technology in all educational environments across campus. While still working on the mission of his division, he expects to work more closely with faculty, once his work on the QEP and SACS-COC reaccreditation is complete. He wants to

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serve faculty by working side-by-side with them on specific projects and supporting them (with perhaps institutional grants) to give faculty time to work together on projects. In response to a question about whether JSU would keep the Blackboard LMS (Learning Management System), Dr. Walsh said that he expected the answer to be “yes.” He and other administrators have been in negotiation with officials from Blackboard and other LMS companies, but some major reasons for staying with Blackboard were that JSU has a large number of “high-end” users for whom switching would be a major undertaking and that Blackboard has been forced to reduce its price to compete with other LMS companies.

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III. Approval of Minutes: The February 2014 meeting minutes were approved.

IV. Unfinished Business: none

V. New Business:

- **Welfare:** no report
- **Admissions and Scholarship:** no report
- **Policies:** Scott Beckett introduced a proposal to amend the criteria for university travel grants to include instructors, with the advent of the faculty rank of Distinguished Lecturer. General discussion followed, but no action was taken.
- **Elections:** no report
- **Faculty Honors:** Chair Windon Edge reminded faculty of the March 21 deadline and the new Excellence in Learning Technology Award.
- **President’s Report:** Dr. Gardner...
 - asked those rotating off the Senate this year to make arrangements for their departments to elect replacements, who should come to the May meeting to become familiar with the Senate.
 - discussed her experiences at Higher Education Day, including the Alumni Leaders Advocacy Banquet and the meeting of the Alabama Council of University Faculty Presidents (ACUFP). The ACUFP, comprising current and former faculty senate presidents, was organized in 1996 and has recently become active again in order to use its members’ collective knowledge to advocate for the 14 state universities.
 - It was pointed out that the Higher Education Partnership (HEP) is an advocacy organization in which parents of college students could become involved, not just faculty and staff. A suggestion was made that we advertise the HEP at Preview Day.
 - highlighted some upcoming events:
 - **SACS-COC reaffirmation campus visit April 8–10**
 - Cheaha Challenge—April 6
 - Take Pride in Jacksonville Day—April 26
 - Pete Mathews Coliseum will close after spring graduation for HVAC renovation.

VI. Announcements:

- none, other than those made by Dr. Gardner

VII. Adjournment: The meeting was adjourned at 5:03 p.m.

--APPROVED--
FACULTY SENATE MINUTES

April 14, 2014, 3:15 p.m.
1103C Houston Cole Library

Members Present: Tim Barnett, Robbie Boggs, Ben Boozer, David Dempsey, Windon Edge, Guillermo Francia, Teresa Gardner, Doug Gordon, Pitt Harding, Mark Hearn, Jeffrey Hedrick, Tanveer Islam, Raina Kostova, Chris Murdock, Charles Notar, Greg Pass, Ellen Peck, Donna Perygin, Erin Rider, Yingqi Tang, Charlcie P. Vann, Melanie Wallace

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Members Absent: Scott Beckett, Mark Camp, Mike Davis, Kory Hill, Bryce Lafferty, Alexandra Martinez, Todd McKerchar, Ron Mellen, Teje Sult, Jade Wagner

I. Call to Order: President Teresa Gardner called the meeting to order and introduced our guests.

II. Approval of Minutes: The March 2014 meeting minutes were approved.

III. Guests:

- **Mr. Tim Garner, Director of Marketing & Communications** [tgarner@jsu.edu, 305 Bibb Graves, 782-8220], described the various departments in his division, including Marketing Services, Public Relations, Photographic Services, the Print Shop, and the recently added JSU Interactive (interactive digital services). Some highlights:
 - Marketing Services has staff, interns, and GAs to help with graphic design and advertising.
 - Public Relations (Angie Finley) can assist with traditional media, as well as with social media, which people are not using enough yet.
 - The Print Shop has added print on demand and large-format printing, including banners and vehicle wraps; a new staff member will be able to assist with installs.
 - Demand for Photographic Services has increased dramatically, so a second photographer will be hired to assist.
 - Mr. Garner's staff is working with some online programs with marketing and web content optimization—e.g., identifying key search words to embed in a new streamlined webpage to increase web hits. They are working to identify steps in the process to assist more departments in the future. The goal is an integrated plan to include identifying markets, revising webpages, collecting data, analyzing response, and making use of a variety of media.
 - JSU just invested in a customer research module called “Recruiter” to continuously track our “customers,” so that we can direct mail with targeted information.
 - Mr. Garner's division has all the services we need to help us market our academic programs, but staff and budget are limited, while demand is increasing. Some money will have to come from department or college budgets. Those interested should fill out preliminary paperwork and then meet with Marketing Services.

IV. Unfinished Business:

- A **Recommendation on Faculty Workload**, regarding 9-month faculty responsibilities during the May term, was discussed in University Council. Dr. Turner created a committee to study the feasibility of the recommendation; the committee may have a counterproposal by the next University Council meeting.

V. New Business:

- **Welfare:** no report
- **Admissions and Scholarship:** no report
- **Policies:** no report
- **Elections:** The Executive Committee discussed candidates for Senate officers. Melanie Wallace, as Vice President/President-Elect, is automatically nominated for President. David Dempsey has agreed to be nominated again for Secretary. Nominations are open for Vice President/President-Elect (Windon Edge has agreed to be nominated) and for Historian (Robbie Boggs has agreed to be nominated).
- **Faculty Honors:** The committee met April 9 to discuss faculty awards and recommendations were sent to Dr. Turner's office. Chair Windon Edge submitted a revision of the Faculty Honors Committee Policies and Procedures (see handout) to replace the archaic procedures currently posted online; the revision was approved with an amendment (concerning conflict of interest). The amended revision will be forwarded to University Council.
- **President's Report:** Dr. Gardner...
 - announced that the Faculty Senate would provide JSU keychains to be distributed to graduates at the rehearsal for spring commencement, as a thank-you, a sign of goodwill, and as a marketing tool for JSU graduate programs. Part of the cost came from an unused budget allotment for a Faculty Senate student worker; part came from the College of Graduate Studies to pay for advertisement on the reverse side. Dr. Gardner suggested that the practice could continue with future Senate presidents.
 - indicated that we may want to request training from Marketing Services at the departmental level, perhaps over the summer, in order to adequately market our programs and to recruit and retain students.
 - reported on an upcoming opportunity to advertise service learning activities across campus. Departments with faculty active in service learning should contact Dr. Gardner or Teresa Reed, chair of the campus Service Committee.
 - reminded Senators that those rotating off the Faculty Senate this year should bring to the May meeting the replacement Senator their department has voted in. Departments should also name an alternate member who will attend in the absence of that Senator.
 - announced that the JSU Trustees would meet April 21 at the Little River Canyon Center.

VI. Announcements:

- none, other than those made by Dr. Gardner

VII. Adjournment: The meeting was adjourned at 4:14 p.m.

--APPROVED--
FACULTY SENATE MINUTES

May 12, 2014, 3:15 p.m.
1103C Houston Cole Library

Members Present: Tim Barnett, Robbie Boggs, Ben Boozer, David Dempsey, Windon Edge, Guillermo Francia, Teresa Gardner, Doug Gordon, J. Patrick McGrail (for Jeffrey Hedrick), Kory Hill, Tanveer Islam, Todd McKerchar, Ron Mellen, Charles Notar, Teje Sult, Yingqi Tang, Melanie Wallace

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Members Absent: Scott Beckett, *Mark Camp, Mike Davis*, Pitt Harding, Mark Hearn, Raina Kostova, Bryce Lafferty, Alexandra Martinez, Chris Murdock, Greg Pass, Ellen Peck, Donna Perygin, Erin Rider, Charlcie P. Vann, *Jade Wagner*

I. Call to Order: President Teresa Gardner called the meeting to order and asked for introductions of any newly elected senators in attendance.

II. Approval of Minutes: The April 2014 meeting minutes were approved.

III. Unfinished Business:

- Regarding our request for faculty professional development training from Marketing Services, Dr. Gardner reported that this is likely to happen in the near future in the areas of improving customer service in our academic programs and in best practices for social media. Our request for training on faculty website development is still under review, a concern being that not all faculty keep their websites up to date.
- Dr. Gardner reported that the distribution of JSU keychains to spring graduates was successful; she distributed one to each senator.

IV. New Business:

- **Welfare:** no report
- **Admissions and Scholarship:** no report
- **Policies:** no report
- **Elections:** The slate of nominations was postponed until after the President's Report.
- **Faculty Honors:** There was no report, but chair Windon Edge asked about action taken on the updated policy for his committee. Dr. Gardner said that it had been presented to the University Council and the policy would be updated on the Faculty Senate website. She thanked Dr. Edge for his excellent work on the new policy.
- **President's Report:** Dr. Gardner reported that...
 - Dr. David Thornton (MCIS) suggested that the application process for Faculty Research Awards be streamlined using data automatically gathered from Digital Measures. A concern was voiced that this method may not include necessary documentation; to avoid this problem faculty would need to be made aware of the necessity of attaching documentation to entries in Digital Measures. Another idea was that the process could begin automatically, but perhaps faculty could be contacted (automatically or by department heads) if documentation was lacking. It was suggested that President-Elect Melanie Wallace contact Dr. Thornton regarding these issues and suggestions.
 - the graduate student fee would remain the same for now, due to shortfalls in revenue, but the intention is to remove it in the future.

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- the Board of Trustees...
 - reaffirmed their intent not to increase tuition in the fall.
 - proceeded with negotiations regarding a zipline at Little River Canyon.
 - invited Dr. Gardner and Dr. Wallace to a meeting on June 2 to discuss increased PEEHIP health insurance costs for JSU employees.
- she (Dr. Gardner) would send senators a link to a survey to poll senators' (and their departments') opinions on how to respond to increased individual PEEHIP costs.
- in response to rising number of no-shows for tutoring, ACE has proposed an \$8 fine for a student missing a scheduled meeting with a tutor, with dismissal following after three absences.
- a new campus substance abuse prevention program will be offered through JSU Counseling Services; the program will be open to any student or employee for a nominal fee.
- Vinson Houston indicated that a new JSU website would be coming soon.
- the Controller will begin contacting department heads and deans regarding unpaid faculty parking tickets.
- the high school dual enrollment program has been renamed Core Scholars and has a new director, Alice Abernathy. This is part of the Core Partners program; there will be a conference on campus again this summer. There are 500 scholarships available through partnering high schools; applications are due August 1.
- Registrar Emily White has produced academic calendars through 2019; these are said to include a late August start, a full week for Thanksgiving, and a full week of classes after Thanksgiving. There have been no changes to the final exam schedule yet, despite our concerns.
- Concerns were raised about summer enrollment and the difficulty students and faculty have in searching summer course offerings.
- Following her report, Dr. Gardner awarded certificates to all senators and officers for their service this year.

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V. Election of Officers: The following slate of officers was offered; seeing no new nominations, the following three officers were affirmed and elected after nominations were closed:

- **Vice-President: Windon Edge**
- **Secretary: David Dempsey**
- **Historian: Robbie Boggs**
- Following the election, **Dr. Melanie Wallace** was installed as **2014–2015 President**.

VI. Announcements:

- none, other than those made previously by Dr. Gardner

VII. Adjournment: The meeting was adjourned at 4:00 p.m.