Faculty Senate Meeting Agenda
12:30-1:45 March 25, 2024

Online Faculty Senate Meeting Expectations

1. Voting will be carried out electronically (link will be available in the chat window) and will be tracked. **Please only vote if you are a senator.** A non-senator voting will result in an immediate permanent ban from the faculty senate.
2. Use the "Raise your hand" feature in order to be recognized.
3. Motions will be preferred over discussion items so that we typically have action items on the floor.
   a. To further promote discussion, the president of the faculty senate will begin by calling for dissenting opinions. If there are no dissenting voices, we will be able to call for a vote directly and increase efficiency in our meetings.
4. Please familiarize yourself with Robert's Rules of Order: https://assembly.cornell.edu/sites/default/files/roberts_rules_simplified.pdf

Affiliation	Name
College of the Arts	
Art and Design, School of	Sandee Chamberlain
Dance	McCree O'Kelley
Music, School of	Jeffrey Yunek
Theatre and Performance Studies	Jacqueline Springfield
College of Architecture and Construction Management	
Architecture	Michael Carroll
Construction Management	Lantz Holtzhower
College of Computing and Software Engineering	
Computer Science	Victor Clincy
Information Technology	Ying Xie
Statistics and Analytical Sciences	Austin Brown
Software Engineering	Hassan Pournaghshband
Coles College of Business	
Accountancy, School of	Kent Altom
Economics, Finance and Quantitative Analysis	David Bray
Information Systems	Carole Hollingsworth
Management, Entrepreneurship, and Hospitality	Shelby Meek
Marketing and Professional Sales	Randy Stuart
Bagwell College of Education	
Educational Leadership	Albert Jimenez
Elementary and Early Childhood Education	Scott Ritchie
Inclusive Education	Zachary Johnson
Instructional Technology	Yeol Huh

Secondary and Middle Grades Education	Jillian Ford
WellStar College of Health and Human Services	
Exercise Science and Sport Management	Chad Goebert
Health Promotion and Physical Education	Matthew Lyons
Social Work and Human Services	Cameron Greensmith
Nursing, WellStar School of	Nancy Ballard
College of Humanities and Social Sciences	
Communication and Media, School of	Minhao Dai
Conflict Management, Peacebuilding and Development,	Heather Pincock
English	M. Harper
World Languages and Cultures	Thierry Leger
Geography and Anthropology	Susan Smith
History and Philosophy	Amy Donahue
Interdisciplinary Studies	Rebecca Hill
School of Government International Affairs	Stephen Collins
Psychological Science	Daniel Rogers
Sociology and Criminal Justice	Melanie Holland
Technical Communication and Interactive Design	Snehal Shirke
College of Science and Mathematics	
Chemistry and Biochemistry	Michael Van Dyke
Ecology, Evolution, and Organismal Biology	Nicholas Green
Mathematics	William Griffiths
Molecular and Cellular Biology	Dale Vogelien
Physics	David Garofalo
Southern Polytechnic College of Engineering and Engineering Technology	
Civil and Construction Engineering	M. A. Karim
Computer and Electrical Engineering	Sumit Chakravarty
Engineering Technology	Jeff Wagner
Mechanical Engineering	Sathish Gurupatham
Mechatronics Engineering	Ying Wang
Systems and Industrial Engineering	Lin Li
Horace W. Sturgis Library	
Department of Library Resources	Michelle Lee
Department of Public Services	
Honors College	Nicholas Ellwanger

Guests

Juliet Langman
Hazem Rashed-Ali
Vishnu Suppiramaniam

Catherine Lewis
Bryan McGovern
Sumanth Yenduri
Amy Buddie
Pam Cole
Lori Lowder
Karen Kornweibel
Glen Meades
Lynn Lamanac
Carmen Skaggs
Ruth Goldfine
Kathy Schwaig
Ivan Pulinkala
Casey Tanner
Kristina DuRocher
Leigh Funk
Karen McDonnell
Hans Skott-Myhre
Lisa Duke
Amanda Richey
James Davis
Nwakaego Nkumeh Walker
Yvonne Wichman
David Garofalo
Robin Cheramie
Ian Ferguson
Michelle Head
Lesley Netter-Snowden
Adrian Epps
Aaron Howell

Welcome
Susan Kirkpatrick Smith

New Business
1. Discussion of next steps for the best practices committee
2. Old Business
a. Ask for volunteers to run for positions.
   FSEC met with Ivan and was promised that the FS president would get a course release for the Fall and Spring.
   ARD due dates motion has been approved and will be added.

3. Todd Harper: Committee of Committees. Reconvene the committee. Should be a committee of senators. Best Practices committees are welcome but not necessary.
4. Randy: Is there a chair? Most universities have a budget committee, a faculty affairs committee, and a student affairs committee.
5. Susan: This is not active. Email Susan and Todd.: self-nominated: Heather Pincock

    i. Kennesaw Campus Representative (only one volunteer so far)
        1. Kent Altom, School of Accountancy
      ii.
    b. Graduate Policy Changes for Catalog – Juliet Langman (20 minutes) OLD BUSINESS
    i. 2.5 Classification of Courses
        1. change policy to allow for two levels in care of transfer or substitute- rather than 1(now 2 level substitution will be allowed)
    ii. 2.6 Full Time and Maximum Course Load
        1. change summer fulltime course load from 9 to 6 SCH(semester credit hours): move to 6 hours for summer.
    iii. 2.6.1 Full time Course Load for doctoral students advanced to Candidacy
        1. 6 hours for Fall and Spring – 3 hours for summer

2.6.1 Full Time and Maximum Course Load for Doctoral Students Advanced to Candidacy

Current 2023-2024 Catalog	Proposed Changes	Rationale
NEW POLICY: 2.6.1 Full Time Course Load for Doctoral Students advanced to candidacy	**New policy proposed:** For doctoral candidates, A) advanced to candidacy and B) who will be registered for more than 50% of their hours in dissertation hours for the remainder of their degree, **a full-time load is 6 semester credit hours in Fall and Spring and 3 semester credit hours in Summer.**	Allows for flexibility for students engaged in the final stage of their dissertation work. Supports student progression and graduation. Links with 2.3.1 Continuous Enrollment policy

Comparisons	Fulltime enrollment
UGA – est. minimum not maximum	Graduate students must register for a minimum of 3 hours of graduate or professional credit during any semester in which they use University facilities and/or staff time. A student who holds an assistantship must register for a minimum of 12 hours of graduate credit fall and spring semesters and nine hours of graduate credit during the summer semester.
Georgia State	No specific policy for doctoral students. Does not have separate fulltime load specified.
Georgia Tech	Full-time students working exclusively on thesis research should be registered for 18 or more hours of 7000 or 9000 (Master's or Doctoral Thesis) in Fall and Spring semesters, and for up to 16 hours during Summer semesters. A student may register for only one hour of Master's or Doctoral Thesis (7000 or 9000) during the semester of graduation. This exception may be used once for each degree.
Georgia Southern- est. minimum not maximum	**At the doctoral level,** you are expected to stay continuously enrolled until the conclusion of your program. Prior to candidacy, doctoral students should enroll in a minimum of 3 credit hours per semester (summer is optional unless required by the program). Once you successfully advance to candidacy, you, as a doctoral candidate, must enroll in at least one graduate credit (dissertation credits) each long semester, except summer, unless summer is the graduating semester.

    iv. 3.2.1 Grading of Thesis/Dissertation Credits
        1. Discussion of removal of IP (In Progress) as grading option

1. **3.2.1 Grading of Thesis/Dissertation Credits** - Change all Thesis/dissertation credits for S or U each semester and do away with IP.

Current 2023-2024 Catalog	Proposed Changes	Rationale
A grade of "IP" may be recorded for all thesis, dissertation, or project credit work in progress and will be recorded each semester the student is enrolled.	A grade of "IP" may be recorded for all thesis, dissertation, or project credit work in progress and will be recorded each semester the student is enrolled.	Supports students who have financial aide, provides students with a gauge of their progress in the dissertation or thesis each semester, and reduces administrative burden for faculty who must submit grade changes from IP to S or U for each semester.
Unless otherwise approved by The Graduate College, the grade of "S" or "U" must be recorded for all thesis, dissertation or project credit when completed.	Unless otherwise approved by The Graduate College, the grade of "S" or "U" must be recorded for all thesis, dissertation or project credit when completed.	
Unless otherwise approved by The Graduate College, the program will report a final thesis, dissertation or project grade of "S" or "U". Any reported grade other than "S" or "U" may be changed to an "S" or "U" grade according to the following: reported grade of "A", "B", "C" = "S"; "D", "F" = "U"	Unless otherwise approved by The Graduate College, the program will report a final thesis, dissertation or project grade of "S" or "U". Any reported grade other than "S" or "U" may be changed to an "S" or "U" grade according to the following: reported grade of "A", "B", "C" = "S"; "D", "F" = "U"	
Upon completion of the thesis, dissertation, or project requirements, any IP grades for preceding semesters will be changed to the appropriate grade.	Upon completion of the thesis, dissertation, or project requirements, any IP grades for preceding semesters will be changed to the appropriate grade.	

v.   3.7 Repeated courses

1. Consider replacing rather than counting both grades for repeated courses

3.7 Repeated Courses

Current 2023-2024 Catalog	Proposed Changes	Rationale
A graduate student may repeat for credit no more than two graduate courses, one time each. Only courses in which a student previously earned a grade below "B" may be retaken for credit. All grades received for work attempted at KSU are calculated in the institutional grade point average. Grades for repeated courses are considered as work attempted and do not replace grades already received.	All grades received for work attempted at KSU are calculated in the institutional grade point average with the exception of repeated courses. In that case, grades for repeated courses replace the initial attempt in the institutional grade point average.	Note: Supports student success by providing students' ability to build a higher GPA. Prevents students who successfully complete all courses with passing grade from not being able to graduate due to their overall GPA being below 3.0.
Individual degree programs may establish more stringent requirements. Refer to the program pages in this catalog for additional information.		Reminder: Only two courses may be repeated.

This is the policy at the undergraduate level and aligns with UGA, Georgia Tech and Georgia State (not Valdosta and Georgia Southern) |

University	Policy
Georgia Tech	Graduate students may repeat for grade substitution one GT course with posted letter grades of C, D or F. The course will be excluded from calculation of their cumulative grade point average.
Georgia State	only the 2nd attempt's grade is calculated into GPA.
UGA	When a graduate course is repeated, the last grade received will be used in calculating the cumulative graduate average that is used for probation, dismissal, admission to candidacy, and graduation.
Valdosta State	Courses may be retaken, if desired or required, but all graduate grades received will affect this average.
Georgia Southern	All attempted graduate coursework count toward the institutional GPA. Including repeated courses.

Heather Pincock: amendment: lower the full time course load member to three credits for doctoral candidates.

Timeline	PhD Bus	PhD CS	PhD DSA	PhD IIE	PhD INCM	EdD Ed Leader	EdD ITEC	EdD SMGE	EdD Tea-cherLead
# Hours	48/15	72/24	78/33	72/36	75/9-15	45/9	66/9	66/9	48/9
Year 1		Comps	Comps > Candidacy						
Year 2				Comps >Candidacy Proposal Defense	Comps	Comps	Comps	Comps	Comps
Year 3		Proposal > Candidacy	Proposal	Dissertation	Proposal > Candidacy	Proposal>Candidacy	Proposal>Candidacy	Proposal>Candidacy	Proposal>Candidacy
Year 4		Dissertation	Dissertation		Dissertation				Dissertation
Ave time to degree	4	4?	4	3?	5	5	5	5	5

Glen Meades: Does this affect scholarships, insurance, or residency only having an enrollment of 3 credit hours?

Dean Langman: the full-time load designated by the federal is 5 in summer and maybe 9 otherwise. International students will not be limited by this.

Jeffrey Yunek: Not a motion, but it seems to me that:

1) we should move this discussion to a future meeting to research the interaction of of minimums to full-time at other USG programs

2) we should approve the remaining items (i.e., remove this item and discuss it at a future meeting).

Amy Donahue:Juliet, would the proposed amendment stop students who are ABD from taking 6 credit hours per semester if they wanted, or prevent a program from making dissertation work worth 6 credit hours per semester if it wanted?

Jeff Wagner: financial effect?

Susan: Call a vote on the amendment if there is no more discussion

The amendment supported 33-6

Susan: Call to vote on approving graduate policy changes 2.5, 2.6, 2.6.1 (as amended), and 3.2

The amendment supported 35-2

Carmen Skaggs: Updated Administrative faculty review

3. Academic Administrative Review

Per BoR Policy Manual, Section 8.3.5.3, academic administrative officers shall be evaluated by the administrator's supervisor, using criteria that address the distinctive nature of administrators' work and leadership roles and will include constituent feedback. Administrative faculty will be evaluated annually by the administrator's supervisor and additionally will be evaluated by their subordinates (one level down) at least once every five years. Evaluation results will be the basis for the administrative faculty's development plan. using a performance management instrument which emphasizes:

1. Leadership qualities,
2. Management style,
3. Planning and organizing capacities,
4. Effective communication skills,
5. Accountability for diversity efforts and results; and,
6. Success at meeting goals and objectives.

Stephen, while I am in favor of 3 instead of 5 years for that, I can see a potential conflict of interest for annual reviews of administrators by faculty while that same administrator is reviewing faculty annually.

Faculty are evaluated by their chairs every year and by their students every semester. Why are administrators evaluated by faculty only every 5 years?

Survey Questions

Leadership

- Has developed an appropriate strategic vision/goal for the unit/program
- Makes sound decisions
- Provides effective mentoring of faculty/staff/direct reports/students
- Effectively advocates for needs of the unit/program
- Exhibits strong leadership skills
- Looks for opportunities to develop others

Additional comments

Communication

- Is sufficiently transparent about business, budgets, and decision making
- Is a good active listener
- Communicates effectively
- Proactively seeks to understand the views and opinions of others
- Respects the views and opinions of others
- Is open to receiving feedback

Additional comments

Management

- Effectively follows through on discussions and decisions
- Appropriately manages the budget and financial resources
- Treats others with professionalism
- Employs equitable practices
- Effectively manages personnel

Additional comments

Ethics

- Creates an inclusive atmosphere for all students, faculty, and staff
- Treats sensitive personnel and other matters with appropriate confidentiality
- Develops and maintains appropriate interpersonal relationships
- Follows appropriate shared governance norms and guidelines

Additional comments

Additional Questions:

1. What is this administrator doing that is effective, should continue, and possibly expand?
2. What are some opportunities for improvement/growth for this administrator?
3. How often do you interact with this administrator?
   a. Never/Daily/Weekly/Monthly/Yearly

KSU Faculty Handbook, Section 4.2.5:

Faculty and Administrative Emeritus Status and Privileges
Emeritus/Emerita status is a title signifying honorable and distinguished service to Kennesaw State University. The conferral of emeritus/emerita status is considered a distinctive honor, not a right, and is not automatic (BoR Academic & Student Affairs Handbook 4.5.4). Consistent with Board of Regents policy (BoR Policy Manual 2.11), a President may confer the title of emeritus/a on any retired (not resigned) tenured or non-tenure track associate professor or professor, who at the time of retirement from KSU, had ten (10) or more years of continuous, full-time service (not equivalent) to the University System of Georgia with a minimum of the last five (5) of those years at KSU. For teaching faculty members with the rank of professor or associate professor, the "emeritus" designation is appended to the rank held at the time of retirement, e.g., professor emeritus. For academic administrators, the emeritus designation, upon approval by the Provost and the President, is appended only to the most senior administrative title held at Kennesaw State University, which may be held at or prior to the time of retirement, e.g., dean emeritus. The emeritus designation is not awarded for administrative titles held on an "acting" or "interim" basis. KSU's President may recommend the emeritus title for faculty members of other ranks upon the recommendation of the dean of the college in which the faculty member was employed. This title may be conferred by the USG-BoR upon the recommendation of the KSU President. Emeritus appointment is not guaranteed and is not accorded to part-time faculty members nor to faculty terminated for cause.

6. New Business
    a. Carmen – BoR mandated changes to handbook
    b. Michelle Lee – library reorganization (5 minutes)
       AVP Catherine Louis is showing new organizational chart and has been approved by faculty affairs and HR.
7. Consent Agenda
    a. Amy Buddie – new course idea internship research
        i. Information item with handout

Kathy Schwaig: new baseball stadium and Stem building by the athletics capital campaign.New residence Hall, summit2.

New group of students: Presidents parliament ambassadors. Presidents emerging global scholars.

Ivan: CFC chairs feedback, extremely positives. Meeting every semester.

Institutional rankings :data goes unreported.Will prioritize.2024 awards.

Adjourn 1:52PM