

Faculty Senate Executive Committee Meeting: January 10th, 2021 (12- 1 PM)

Faculty Senate Meeting: January 24th, 2021 (12:30 PM – 1:45 PM)

**Agenda**

# Opening Remarks

 Welcome – Darina Lepadatu

**Online Faculty Senate Meeting Expectations**

1. Please complete the attendance survey (link in the chat window) if you are a senator or a guest.
2. 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.
3. Use the “Raise your hand” feature in order to be recognized. iv. As we move forward with our senate meetings, the FSEC has heard from its members and agrees on the need to hold to correct parliamentary procedure. Motions will be preferred over discussion items so that we typically have action items on the floor. We would like to point out that there will be less time in our meetings used to announce our business items, so it will be more important than even to be familiar with all documents pertaining to our meeting. 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 get familiar with Robert’s Rules of Order: <https://assembly.cornell.edu/sites/default/files/roberts_rules_simplified.pdf>

**New Business**

1. Approval of Faculty Senate December 2021 Minutes. (James Gambrell 12:30)
2. Presidential Search Update (Darina Lepadatu 12:35- 12:45)
3. Introducing the new University Ombudsmen: Dr. Akanmu Adebayo and Dr. Luc Guglielmi (12:45-12:50)
4. Motion on Ranking of Candidates in Faculty and Faculty Administrators’ Hiring (Susan Smith & Heather Pincock 12:50-1:10)
5. Motion on Make-up Work for Student Athletes (Daniel Niederjohn 1:10- 1:25)
6. Update from Policy Process Council (Randy Stuart 1:25-1:35)
7. Informational item: Updates from Deans’ Council (Doug Moodie)
8. Informational Item: Notes from USG Faculty Council January 12 meeting with Interim Vice-Chancellor Rayfield (Doug Moodie)
9. Update from Interim President Kat Schwaig (1:35-1:40)

# Update from Interim Provost Ivan Pulinkala (1:40-1:45)

**Supplementary Documents:**

**3. KSU Office of the Ombuds**

About Us:

The Office of the Ombuds is serviced by **Dr. Akanmu G. Adebayo**, Professor of History in the Department of History and Philosophy; **Dr. Luc Guglielmi**, Coordinator of French Program and Professor of French in the Department of World Languages and Cultures; and **Dr. Hope Torkornoo**, Professor of Marketing and International Business in the Coles College of Business, as Kennesaw State University Ombuds.

What We Do:

Ombuds help you by:

* Listening carefully to your concerns
* Answering questions and helping you analyze your situation
* Reviewing and explaining relevant university policies or regulations
* Helping you explore options
* Facilitating discussions

Contact Us:

* *Phone*: **470-578-7773**. If you reach voicemail, please leave your phone number and when we might reach you; we seek to return calls within 24 hours.
* *Email*: ombuds@kennesaw.edu Please be mindful that email should not be considered confidential. Include only your contact information and availability to speak. We will call you.
* *In-person*: The Ombuds have a room on each campus for in-person consultations. Reach us first by phone or email and we’ll schedule an in-person meeting when necessary.
1. **Motion on Ranking of Candidates in Faculty and Faculty Administrators’ Hiring (Susan Smith & Heather Pincock)**

Whereas the document *Guidelines for Conducting Faculty Searches At Kennesaw State University (Including University and College Level Administrators)* states under section 11: Ranking of Candidates: ***Ranking of finalists****should correlate to values assigned during the interview process (examples: rubrics, prioritization of qualification components, and interaction with the search committee).* [emphasis added], We resolve that all faculty searches should be conducted according to the guidelines and provide a ranking of candidates. We further resolve that search committees be allowed to leave any finalist off the ranking list if they are deemed to be unacceptable for the position.

**5. Motion on Make-up Work for Student Athletes (Daniel Niederjohn)**

**Faculty Handbook – 2.10 - Student Attendance Policy (most relevant section highlighted in yellow)**

Attendance in classes, laboratories and lectures is important. All students are expected to attend these activities in accordance with their schedule of courses.  The instructor determines the attendance policy for each course.   All instructors will provide the students, at the beginning of each semester, a clear statement regarding their policies in handling absences.  Instructors will also be responsible for advising their students regarding the academic consequences of absences.

Students must not be absent from announced quizzes, laboratory periods or final examinations unless the reasons for the absences are acceptable to the instructors concerned.  Students should also understand that they are responsible for all material covered during their absences and that they are responsible for the academic consequences of the absences.  Students who are absent because of their participation in university-approved activities, such as field trips and extracurricular events, will be permitted to make up the work missed during their absences.

**Rationale for Potential Change:**

Many professors have course policies that allow for dropping a lowest quiz or exam score. For students who miss quizzes or exams for extracurricular activities, they are told that dropping of the grade for the absence will essentially provide the opportunity for a “make-up.” This practice does not allow students to have the opportunity to take and learn from an assessment, does not afford them the opportunity to drop their lowest performance grade, and is not a true “make-up” experience. Ultimately, students may be penalized for participating in university-approved activities.

**KSU Proposed language (addition in green)**

Attendance in classes, laboratories and lectures is important. All students are expected to attend these activities in accordance with their schedule of courses.  The instructor determines the attendance policy for each course.   All instructors will provide the students, at the beginning of each semester, a clear statement regarding their policies in handling absences.  Instructors will also be responsible for advising their students regarding the academic consequences of absences.

Students must not be absent from announced quizzes, laboratory periods or final examinations unless the reasons for the absences are acceptable to the instructors concerned.  Students should also understand that they are responsible for all material covered during their absences and that they are responsible for the academic consequences of the absences.  Students who are absent because of their participation in university-approved activities, such as field trips and extracurricular events, will be permitted to make up the work missed during their absences. Dropping a lowest quiz or test grade for an absence does not qualify as an equitable make-up.

**Examples of University-Approved Events**

**-**Athletic and scholastic competition

-Research or presentation in which the student is an integral member of the presenting team

-Musical or performing arts events

**Samples from other Universities’ Policies**

-University of North Florida

In the event of absences due to participation in a University-sponsored activity, instructors must allow students the opportunity to make up work due during such absences. **This applies even if the instructor's policy is to drop a low score.**

-University of North Carolina Chapel Hill

It is a University expectation that instructor be prudent, fair, and equitable when a student misses an assessment due to a University approved absence. **Course policies should avoid inequities, including discrepancies in preparation time for in-class versus make-up exams, missed opportunities to take and learn from an assessment, and policies that penalize students who must use their dropped grade option for a University approved absence.**

**Related Policies**

Provost’s Athletics Oversight Council (PAOC) – Policy 4

* 1. No athlete shall miss more than 20% of the scheduled class meetings for competition in any

one semester. Any number beyond that stated above must be approved by the ECAB.

4.9 The *KSU Faculty Handbook* and the *KSU Catalog* contain the policy regarding excused KSU student absences***.*** It is expected that faculty members will *not* penalize student athletes for missing classes due to conflicts with contractually scheduled athletic contests and related travel.

4.12 Student-athletes who believe that they have received a lack of reasonable accommodation of the provisions of this *missed class policy* by a coach should immediately contact the Athletics Director or the Faculty Athletics Representative.

7. **Informational Item: Doug Moodie.**

**ACADEMIC DEANS’ COUNCIL**

**Notes**

**Thursday, January 6, 2022**

1. Welcome Katie Kaukinen – new HSS Dean
2. Pam Cole leadership in AA
3. Assessment of Online Student Support and Engagement (AOSSE) – Anissa Vega
The Assessment of Online Student Support and Engagement (AOSSE) is a campus-wide assessment the CIA office is conducting in partnership with DLI and Student Services. The AOSSE will begin in late January and conclude within a few weeks. As a component of this campus-wide assessment, fully online students and Program Coordinators of those online degrees will receive an AOSSE survey.  AOSSE is an assessment of institutional capacity to serve fully online students and not a review of online program coordinator performance. We greatly appreciate timely, thoughtful, and honest responses to survey questions. Direct questions about the AOSSE to Dr. Kim Loomis, Interim Faculty Director of Digital Experience.
4. Failure to Submit Grades

Increased number of faculty failing to enter grades this term. Robin suggested it is mainly part-timers. Other faculty thought D2L automatically sent final grades to Owl Express. Some new faculty could not submit grades because they had not signed Buckley releases. Registration send out faculty grade missing list to Deans the day before and 4 hours before deadline. Department chairs can quickly find out anytime who has not submitted grades. Chairs should give repeat offenders letters. Copied to Deans, and note this in annual reviews.

1. Faculty Attendance at Commencement

This is poor. Department chairs and school directors must attend graduation to encourage and note faculty attendance. Ivan stated faculty should attend at least one graduation a year and that a RVSP system will be in use. As registrar needs all the space on floor for increased number of students, the faculty will sit on bleachers behind stage party. There will be 7 ceremonies in Spring, and no summer commencements. The aim is 500 to 600 students per ceremony, with maximum of 700.

1. Research Profiles,

Provost requires Deans to produce research profiles for their college. This is for external use (donors, accreditation, etc.) and internal (allocating space and equipment, hiring new faculty). They also need to note inter-college research priorities.

1. Annual Reviews

There have been problems with the system for student course evaluations, some of which is due to faculty not understanding system. USG will implement the new BoR changes with student success, etc. for next January 2023. However, KSU cannot start on their details until USG produces their policy. This is due next week from Stuart Rayfield (USG CAO).

1. Data Advisory Committee

There are 40,561 enrolled students for the spring. Normally 3% drop for non-payment. Graduate students are 9.9% of total and increased 8.5. Undergraduate students increased 4.7%.

1. Faculty Awards - Michele DiPietro

Michele presented PowerPoints on process. He emphasized that deans make recommendations for KSU awards, and then KSU make recommendations for USG awards. If deans delegate the process then he needs names of responsible officers.

1. Associate Deans’/Deans’ Retreat Topics

The retreat in February will include assistant and associate deans. The provost want suggestions for topics.

1. Covid Management

Omicron forecast to peak next week. The Provost is responsible for allowing modality changes, and reports them to USG monthly. Stuart (USG CAO) reports totals for USG upwards.

**8. Information Item: Notes from USG Faculty Council January 12 meeting with Interim Vice-Chancellor Rayfield (Doug Moodie)**

1. Stuart introduced herself to the USGFCEC. She has been an interim President in 3 different USG institutions. Her scholarship is in Leadership Development. Last USG job was leadership and institutional development for USG. Was a faculty member at Columbus State.
2. Her priority is student success.
3. She believes that there is a sweet spot between going all online and going back to Fall 2019 online/in person ratio.
4. USG institutions have lost resources but is hopeful they can get them back soon.
5. PTR - Hopefully, USG will put out draft handbook changes for review next week. Because time is short, feedback should happen quickly on an ad hoc basis directly to USG. Then USG can send out final approved version, so that institutions can work on their versions. It will allow flexibility in some areas and be a lot more detailed than the BoR resolution. She emphasized that PTR is meant as a developmental tool not a punitive tool.
6. USGFC pointed out that they represent the USG faculty not AAUP and the views of each body differ. Stuart stated that USG wants to answer AAUP publicity but understands that USGFC not AAUP represents the USG faculty.
7. She has no idea on if any upper-level course audits are happening.
8. She will find out what is happening on General Education. USG will either put proposed changes to bed or continue the disrupted process.
9. She knows nothing on what is happening on the Chancellor search.
10. The Governor has asked for a $5000 rise for all state employees (including USG employees).
11. A student fee committee is looking at the whole structure of fees and tuition. Students feel that USG is nickel and dimeing them with fees. However, there is a financial problem with money for bonds for non-academic buildings.
12. Hope the Hope scholarship will rise to 90% of tuition.
13. Covid testing varies across campuses. USG has plenty of tests available. The bottleneck is medical personal to apply such tests.
14. USGFCEC hope to have an in person USGFC meeting in late Spring, Covid willing. She will brief the acting chancellor on what happens at such meetings.