Faculty Senate Meeting

APPROVED
Monday, March 2nd 2020
Bo Bartlett Center
3:00 p.m. - 5:00 p.m.

In Attendance

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<th>Ex Officios</th>
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<tr>
<td>Dr. Chris Markwood</td>
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<td>Dr. Deborah Bordelon</td>
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<th>TCoBCS</th>
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<tr>
<td>Phillip Bryant</td>
<td>Mark McCarthy</td>
<td>Samuel Abegaz</td>
<td>Joseph Girard</td>
<td>David Owings</td>
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<td>Hyrum Carrol, Alternate</td>
<td>Alcia Bryan</td>
<td>Clint Barineau</td>
<td>Andrew Donofrio</td>
<td>Alison Cook</td>
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<td>Tugce Gul</td>
<td>Courtney George</td>
<td>Nicholas McMillan</td>
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<td>Gwendolyn Miller</td>
<td>Ryan Lynch</td>
<td>Stephanie Patterson</td>
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<td>Saoussan Maarouf</td>
<td>Jennifer Newbrey</td>
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<td>Nehal Shukla</td>
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<td>Markus Weidler</td>
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Absent w/ notification
Rania Hodhod, TCoB; Lydia Ray, TCoB; Rosa Williams, CoLS; Guihong Fang, Alternate, CoLS; Ianthe Marini, CoA

Absent w/o notification
Neal Thomson, TCoB

Guests
Randy Garver, Alan Karass
I. Call to order
   A. 3:03 PM

II. Approval of Minutes – Nicholas McMillan
   A. Yes- 18 Abstentions- 0 Nay-0

III. President’s comments and announcements - Chris Markwood
   A. We continue to monitor the legislative session for everything from the tax credit for film production to the funding for the formula.
   B. Budget Hearing this past week. We were asked to focus primarily on enrollment. We will have a presentation later today at this meeting. We also talked about the momentum approach and how the university has embraced that and continues to embrace as well as where we see ourselves going and growing with our degree program.

IV. Provost’s comments and announcements – Deborah Bordelon
   A. CoronaVirus
      1. We are meeting this week to develop a plan of action and have been receiving updates from the USG for what to do on study abroad opportunities. The CDC has listed Italy, China, North Korea, and Iran at level 3. Which means that there will be no travel to these countries. We did have two trips scheduled for South Korea this summer as well as Italy that have been postponed. It’s been a daily update and we will continue to keep you posted. We really need to be pro-active in getting materials into Cougarview. We need to prepare in case there are any closures or things that we have to take into account that that obstruction will continue. I am asking that all of you have your syllabus, schedule, weekly assignments, and grade books in Cougarview.
         a) Chris Markwood- We do have some staff that have been traveling. We will be asking everyone who has been to a level 3 area to self quarantine themselves for 14 days. I was talking with the nursing faculty and one had let me know what Aflec was doing to prepare for this and they’ve been doing work at home scenarios. I’m going to be talking with Carool for what that might look like for us. It all goes back to the concept of the constituency of learning. We will be meeting on Wednesday.
            (1) Mark McCarthy- In the College of Education we have a lot of students placed in Muscogee County as part of their state requirements. If we respond as a University is there a way to ask the System how to move forward so those students aren’t delayed since that is a state requirement?
            (2) Chris Markwood- This is exactly the kind of stuff that we will talk about on Wednesday.
         b) Ryan Lynch- Do we know about how recently these people have traveled?
(1) Dr. Bordelon- In one case one in Italy is on their way back right now. We also had a student in South Korea who is in the process of coming back.

c) Alica Bryan- Do we have any idea what the impact will be?

(1) Dr. Bordelon- As far as funds we are working to make sure there is no monetary loss for the students. As far as enrollment, we don’t have those numbers at this moment.

B. Enrollment

1. What we found as we were doing a deeper dive into our current students is that when we were recruiting our freshman class for fall of 2019 we were only down about 13 students. What I’m sharing with you is the document of non-returners. That represents 17.35% of our total population who did not return. These are the students that we currently have in our classes. What was surprising as we were looking at this information is we have 213 students who were seniors. We looked to see why seniors would leave. About 53-57% of students were in good academic standing and financial aid was not an issue. I did ask for information by program and I will be sharing that with the deans and the programs. This is information that we really need to dig deep into to find out are their variables? Are there things going on that students might not see the progression to their degree? Sally is going to talk more about this but it’s important because a lot of times when we are talking about recruitment we are focusing freshman. If we would have kept only half, about 500 students, we would see a significant increase in our enrollment.

C. COLS Dean Search

1. We had initial interviews that were conducted on 1/25 and shortly after there were concerns raised about the process reported to hr and because of the nature of those concerns the search was halted on 1/27. HR and General Counsel did an investigation and we had to let the board/system know that we halted the search due to the complaint. We should be able to move forward with interviews in the next few weeks. These things are difficult to address and have to deal with but there are some good things that came out of it. It became very clear that working with HR there are some things that we need to do. We will be working with HR to create and publish a formal documented search committee process. Create a more standardized template that the committee can use to convey the final candidate recommendation. Define and document roles and expectations of those involved in the searches: the committee chair, the committee members, the hiring manager. Also have committee members sign terms of service outlining the roles and expectations upon the formation of the committee. Look at some training that needs to take place to address diversity and inclusion of the search committee members and chairs in advance of the committee’s formation. Finally, as a University, having an affirmative action plan.

D. Events
1. USG Mind Set hosting here on April 10
2. General Education Redesign some of you made excellent recommendations and I know that your concerns have been heard.

E. Hiring Chill
1. Dr. Markwood- Salary savings are going to enable us to weather this year’s short fall and potential for even some end of the year spending. Our thoughts aren’t too invested in things we may need for next year. We have had two successful weeks of submitting critical hires. The review that we are doing and the amount of revisions we have been asking for have been paying off. The wind down has been so significant that HR cancelled the new staff orientation because there weren’t enough people.
2. Ryan Lynch- Monday March the 9th, not 6th is when the next COLS Dean Search Committee meeting will be.
3. Clint- COA Search?
   a) Dr. Bordelon- that search has been put on hold for basically about a year. We are looking at opening it up again for Fall of 2021. As we open that up again we will continue to work with the search agent at no additional cost since we have not successfully filled the position.
4. Tugce Gul- Can program coordinators sign up for reassign time?
   a) Dr. Bordelon- the way that it’s set up is that if you are already receiving assigned time you would not be eligible for additional reassign time. Priority is given to tenure track faculty.
5. Ryan Lynch- Can you confirm that this reassigned time is exclusively for research?
   a) Dr. Bordelon- this is specifically for research
6. Clint- for clarification are those 87 vacancies we have all staff?
   a) Dr. Markwood- faculty and staff

V. Executive Officer’s comments and announcements – Clint Barineau

VI. CSU Enrollment Presentation - Sallie McMullin
   A. The slides will be available and I will be happy to come talk to your department to look at your department’s number.
   B. There are seven schools in the red, which means decreasing enrollment. This means competition is just getting worse. That means all these schools will be competing for the students and trying to steal current students. Columbus State is a lot less in the red than competitors, with the exception of Kennesaw in regards to incoming freshmen. Where did the admitted freshmen go who chose not to attend Columbus State? Some can be accredited to location.
   C. A competitor is one where we have the highest number of cross applications. Another example is Southwester may not be an application competitor but it is a regional competitor.
D. Freshman limited are freshmen who might miss one requirement whether that’s GPA or whatnot. There is a decline in admitted students to enrolled students.

E. Transfer students we see a whole lot of red. This goes back to when our feeder schools went away. For example, Georgia Perimeter is now Georgia State. Gainesville is now North Georgia. In the past it was kind of like if the student is enrolled in another institution it was hands off. Now it’s wide open. We want to be active in that and stay ahead of that.

F. Non-Traditional Transfer. These are 25-26 and older. Where they enrolled is Chamberlain, Western Governors, American Public, Troy, and Georgia Southern. Online programs have a dramatic influence on this population.

G. Readmit and re-entry. These numbers are declining. I haven’t done the research to see where these students went, but I would have to guess the same place for non-traditional transfer- the online programs.

H. We have tried to increase what we are doing in the recruitment side. We have increased the number of people and high school students coming to campus. We also have increased our name purchases. Our two discovery days were 1. Bad weather with the storms 2. Heavy rain.

I. Bachelor’s non-Returners
   1. These students went to Columbus Tech which was number one by far. At all grade levels Columbus Tech is still leading the way of where students transferred.

J. New Graduate Columbus State is more red than other schools.

K. Strategies/ Tactics to Address Enrollment
   1. We are doing whatever we can recruitment wise. The demographics are changing. For example, Shaw school has gone from a 52 free lunch school to a 95 free lunch school. That just means that we need to be more hands on and intentional. We’re also trying to be more proactive with financial aid and financial aid information. I would also like to point out that our average numbers (SAT, ACT, GPA) have not changed. So we are still admitting the same standard of students.

L. Question- I would be curious to know how many of these non-returners decide to just go get a job instead of going to these other schools.
   1. Sallie- I think there were 120 that didn’t show up in the clearinghouse. Which means that either the school doesn’t report or those students didn’t enroll.
   2. Clint- Can we assume that all USG report to Clearinghouse?
      a) Sallie- Yes. Timing might be an issue. This year we kept having to wait on Kennesaw.
   3. Ryan Lynch- Some of the things that you had on strategies are solving a different problem. What do you think we’ve done wrong with this number?
      a) Sallie- It’s hard to say wrong. It’s just that other schools are doing more. Just like when schools started building rock walls, then every school had to have a rock wall.
   4. Nicholas- We already know that we’re losing students to other universities? Are you taking into consideration that the redesign is going to make it easier for students to move between schools?
a) Sallie- Let's hope that the redesign makes it easier for students to come to us. Also in every denial letter, it will state that they can still apply to other USG universities.
b) Nicholas- That’s good for the freshmen. But what about the students who are here and thinking about leaving and now they see a nice cushion to do so.
c) Sallie- I encourage people to look at their departments and their programs. Now we see that the 60 is a given. I think that CSU doesn't have rooms for electives in a lot of programs.
d) Dr. Markwood- A lot of programs are also not very transfer friendly. Like “we’ll transfer your credits in but not towards your degree because my course is special.” I encourage us to think about allowing students to advance whether that’s with a course with a similar curriculum but different books or what not. There used to be a time where the encouragement was to have the students take as many credits with us without taking transfer. And those days are gone. I think we should be looking at those kinds of transferrings.
e) Alicia Bryan- I think there are a lot of elements that are in play. If we’re looking at juniors and seniors, that means they are upper division courses. Do we still have the policy where students have to have their last hours (30 hours) taken here? (residency requirement) How do we compete realistically and identify who we are as an institution to those others who may or may not be lowering their standards?
f) Sallie- There are so many of the little things where that’s where we really have to look in our departments and see what we’re doing.
g) Stephanie Patterson- Do we have an exit interview to ask why students are transferring?
h) Sallie- We have in the past and the thing is that they are so vague. We have talked about it but historically they are so vague.
i) Dr. Bordelon- We have also talked about if students are requesting a transcript from the registrar to flag those and have a face to face conversation to follow up. It would be beneficial to reach out to those students before they leave.
j) Nicholas- You keep mentioning that it’s on the department instead of waiting for the department chairs to come to you, maybe you can go to the departments. Also on the marketing, we have the Create YOU, what is that? Columbus State is the place where you can come to… and what is that “to”?
k) Sallie- That’s another place where I need so much help with departments. For example, interviewing students from biology. Whether you get me the students or you tell me that’s something that needs to be in play when we’re building the website. We want to see what the students are saying and where the students are going.
l) Ryan- about biology, that’s great. But I would push back to you guys now and say this is where we need you guys to be proactive. It takes a huge amount of time away from my teaching to do that myself. If you reach out and ask for three students for you to get in touch with, I can do that in minutes for you.

m) Clint- It looks to me like on the one side for example in 2018 we have 213 seniors who left but we only have 30 accounted for. What percentage can we actually account for?

n) Sallie- we can account for a whole lot more but the paper would have just gone on forever. We've got the number just not on the top of my head.

o) Clint- I think this reinforces that if we’re competing with all these groups that we really need to stress what makes CSU better

p) Dr. Markwood- Data Analytics team of faculty, there’s room for more. If you’re interested or have a colleague who’s interested please contact Sallie. I want to make sure we remember three words
   (1) Urgency- We can't afford as a university to have another year like this one.
   (2) Courage- Self reflect and make some changes from all levels. We know that there are opportunities to do things differently.
   (3) Hope- We’ve got a community of support who invests in this institution like no other.

VII. Old Business
    A. Probation-Exclusion Policy - Jennifer Lovelace
       1. Yes 17
       2. Abstention 1

VIII. New Business
    A. Student Course Evaluation Committee - Megan Hallissey
       1. The new course evaluation that was voted on last Spring has not been placed into action but that will be happening this Spring. We will be analyzing the data and opening that to feedback. We are currently working on a script that’s out to the committee for review that’s working on ways not only to improve the majority of students, there was a large decline when we went to the online version of it, and we’re trying to get those students back. Working on preventing biases. Working on video and working with COOL. Faculty have raised concerns on the way that the instrument has been used in terms of tenure. Faculty doesn’t seem to be aware that you can customize questions.
          a) Markus Weidler- There were actual no course evaluations available for some of the mini terms. I tried to obtain answers as to why there were no evaluations generated for students to use. Are you aware of this?
(1) Megan - there was a responsibility change in who was administering it and that's kind of out of the purview of our committee. I can't say why I can just say that it did. But they will be available this spring.

b) Samuel - I had the same issue in my course in the fall. I also was not able to access the evaluation in the fall. And the other problem was I was never able to access the evaluations from the fall and the spring. What was the reason?

(1) Megan - Adrian Wade is the person who is in charge of that and I know he has been in contact. I think there might have been some glitches and that's to the best of my knowledge.

(2) Alicia Bryan - They are just looking at the tool and the process. They have nothing to do with the dissemination and thank you Megan for attempting to answer the questions.

(a) Funding to assist with the video production. Since we have administration here, maybe they can give you an answer or point you in the direction to finding sources for that.

(3) Dr. Bordelon - I think that we can work on getting you those so we can share with students the importance of those evaluations.

(a) Alicia - Faculty wanted clarity on how to use evaluations with low responses.

(i) Megan - The faculty handbook policy states in cases of low enrollments or a 30% or less response rate on student evals, faculty are not required to include those evaluations nor should they be penalized for leaving them out.

(b) Your final question was about the common hour and was it still in place?

(i) Megan - It was hard to find a common time where people could meet and not have classes. There was a question if that policy went away or if it is still on the books and not being upheld.

(ii) Dr. Bordelon - to my knowledge it's still on Tuesday and Thursday from 1230-130.

B. SRACE Grants Committee - Tom Ganzevoort

1. We have received 63 applications and we are in the process of evaluation. We met on February 18th and we should be meeting again soon to determine who was awarded and how much.

2. Last fall we received 78 applications 60 were approved and 18 declined the total amount of money requested was $55,000. This year we will have a $35,000 split between semesters

a) Alicia - do you have any idea if the increased limit has led to an increased claim rate?

b) Tom - I would have to talk to Terry Moshier to see how much money is actually being claimed?
c) Clint- Did emails go out in spring or only fall? And how do these numbers compare to last year?
d) Tom- Emails did not go out in advance of spring. Last spring we received more applications in the spring time than in the fall.

C. Administrator Evaluation Committee - Tom Ganzevoort
1. We are in the midst of getting the survey put together and sent out. We have not been able to meet this spring. We postponed some meetings. We are going to be meeting either this week or next week and we will be reusing the qualtrics tool again. I was approached by the chairs assembly and other people they heard from their faculty members about security and privacy. As we build the survey we will make sure that ip addresses are not saved. The problem with survey monkey is that the free version does not have the same functionality and capability as the subscription version. This is the first time I was made aware of people having privacy or security concerns about the survey instrument itself. If anybody has any concerns with qualtrics or any other part of the process please just contact me.

a) Clint- any thought into a formal way of really trying to improve our participation rates and address the concerns over amneminity?
b) Tom- above the purview of the committee. As far as why people are ‘afraid’ of filling this out i don’t know if they are concerned with it being used punitively. I think the time has come for there to be a taskforce to see if this is something that we need to continue using and what that’s going to look like.

c) Ryan- I can only speak for myself but I think it’s absolutely critical. I would also push back and say this is exactly the purview of this committee. The number of people who actually participate in this is on the decline.
d) Comment- qualtrics is not owned by CSU. Everything is completely off-site. Perhaps it's just an education matter.

e) Alicia- It’s not necessarily the IP addresses that are the issue, it’s that some departments are much smaller than others. It’s at those points where they’re comments that they make can make it easy for them to be identified. Especially if they are not tenured.
f) Mark- Why do we have fears that our administrators hear our honest opinions? What's the difference between this survey and wanting to fill out Clint and Susan's survey?
g) Clint- It seems like in this particular area the concerns of anonymity and sheer survey length … and the third one is the apathy issue is “does this really matter?” This is not something we can solve in a single academic year. But I think we could certainly address the education aspect where this is not something the university owns and we cannot collect IP addresses. We might not get it corrected this senate year but i’m hoping that we can make some headway into it.
h) Tom- After we meet and get this year’s survey sent out we’ll be discussing
the other issues and making proposals to send out to the senate.

i) Randal- [inaudible]

j) Tom- That’s what we do and that’s where a lot of the work comes in. But
everybody is going to get a different chair and a different dean. So not
everybody gets 32 surveys the average is about 8 all together. I’m not
discounting what you said I think just given where we are in the school year,
my feeling that we should just go ahead and do what we’ve done before.

k) Ryan- Some of this we hope will be undertaken by you. And it’s very
important that we fill these out and the last thing we have at this institution is
an apathetic faculty. But that’s what this makes it seem like. For many of you
in the room I know it’s the exact opposite of that so I think it’s important we
take that message back to our colleagues.

IX. Other Items

A. Mark- election will be happening soon and i will update you

B. Alicia- hopefully all of us have completed volunteer applications for the committee and if
you didn’t fill that out let me know and we may be able to reopen you can share the word
with your colleagues as well we will generate a committee interest list.

C. Clint- please make sure you sign the sign in sheet on your way out.

D. Motion to adjourn- 457p