Present: Carolyn Alexander Greg Brack Dave
Bledsoe Becky Cain Harry Dangel Damon
Camp Nick Demos Bill Fritz Hugh Hudson
Fagan Gerald Gay Becky Cain Damon
Edward Miles Fran Mullis Gayle Nelson Siva
Nathan John Newman Cherise Peters
George Rainbolt Tim Renick Diane Weber Tim Woltering
Marolyn Wells
Absent: Karl Adams Carol Cohen Tim
Bartness Ronald Henry
Johannes Hattingh Charles Jones Mike
Hudgins Lloyd Nigro Tammy Patterson-Hill
Moore
Scott Owen Robert
Probst

Approval of minutes of April 23, 2002.
The minutes of the April 23, 2002 meeting were approved as distributed.

Enrollment update
Bill Fritz reported that as of September 3, 2002, 27,115 students are enrolled. Fee Rec ran last Tuesday and dropped about 1,000 students. The freshman load has dropped. Bill Fritz is investigating the drop in seniors' enrollment. It is hoped graduation rates have gone up, but research is needed to make sure the drop is not due to a conversion error. Credit hours look good for budget as FACP set the FY budget on projected credit hours. George Rainbolt will study the possibility of the number of hours being driven by the Alpharetta Center. Dr. Fritz reported Georgia State's growth is two small private colleges.

GoSOLAR update
Cherise Peters reported the GoSolar Implementation was successful. Continuing issues include academic history conversion, PACE, GPA restrictions and reports. PACE, the degree audit system, is set to be tested with Banner Quality Assurance (BQA) and then put in production. GPA restrictions will be used as a prerequisites work around that will allow Georgia State to avoid the problems Georgia Tech experienced when they turned on prerequisite checking in Banner; it shut down GA Tech’s system.

Each college should begin to clean up and make sure all of their pre requisites are in the catalogs. Post Implementation, the colleges will be allowed to use prerequisite checking in Banner for 10% of their courses/term. It is critical that the colleges begin working on the clean-up process now. The Schedulers are aware of the issues and have been talking with their Deans.

The Reporting Team completed Crystal training last week. Crystal will be replacing ORATOR. Statware is being improved to provide for more of GSU’s information needs. A training component for Statware is being developed.

An online version of the SEI (student evaluation of instructor) is being developed and will be ready for the mini-mester. The online version will be the same evaluation currently used including the same wording, except it can be done online and faculty will be able to see the results online. Faculty will also be able to see the rates their students are returning the evaluations. The SEI committee is following RCB’s concept for communicating with students to get a higher rate of return.
Hugh Hudson pointed out that the level of enthusiasm for the online student evaluations in Arts and Sciences is not as high as might have been indicated. There is concern about a change in procedure that did not go through the Senate and done without Faculty involvement that impacts promotion and tenure. Dr. Fritz explained that the old evaluation system was heavily reliant on OASIS. Technically, there was not a way of doing evaluations in GoSolar. The issues were brought to Faculty Affairs which has a subcommittee examining the situation. It will take tremendous resources to recreate the old system.

Emails sent by Georgia State departments to the Georgia State-provided student email addresses constitute an official means of communication. Students using other mail readers should forwarding their GSU email account to the system of their choice. Dr. Gay reported he has experienced problems with sending attachments to his students. Dr. Fritz suggested anyone experiencing problems to forward the message to him and he would have someone troubleshoot the problems.

Letter from Statutes and Bylaw re Final Action Authority
A subcommittee of the Statutes and Bylaws Committee met in May and discussed the Admissions and Standards Motion to allow items of business from the A&S committee to not be voted on by the full Senate. The subcommittee evaluated the issue by reviewing all motions brought before the full Senate from the Admissions and Standards committee for the last three years to determine if any of the motions should, in their opinion, not be voted on by the full senate given GSU and Board of Regents statutes. After reviewing the motions individually, the subcommittee felt, although some seemed boring and technical, they all seemed to be issues that affect the whole University; and that even if the statutes allowed the motions to be passed by the full committee, the full Senate should be the only power to make University-wide changes to Admissions and Standards. In addition, both the GSU and Board of Regents statutes make it very clear that issues dealing with Admissions and Standards need to be voted on by the full Senate. The subcommittee therefore recommends that the Statutes and Bylaws reject the proposal that was tabled at the last Senate meeting.

Here is the relevant passage from GSU statutes (Article VI).

Section 2. Duties and Functions. The University Senate shall, in keeping with the bylaws and policies of the Board of Regents, exercise legislative functions dealing with the general educational policy of the University, the discipline of students, and all other student activities and affairs, including all matters where the President determines there is a need for uniform policy throughout the University. The University Senate shall not adopt any regulations affecting curricula, or the internal affairs of a college, school, or institute except insofar as such action may be necessary to protect the interests of the University as a whole, but it may make recommendations to the faculty of a college, school, or institute concerning matters within the jurisdiction of that college, school, or institute. A legislative action of the University Senate is subject to veto by the University faculty and/or by the President (see Section 5, below).

Here is the relevant passage from the Board of Regents.

302.06 FACULTY RULES AND REGULATIONS
The faculty, or the council, senate, assembly, or such other comparable body, shall make, subject to the approval of the president of the institution, statutes, rules and regulations for its governance and for that of the students; provide such committees as may be required; prescribe regulations regarding admission, suspension, expulsion, classes, courses of study, and requirements for graduation; and make such regulations as may be necessary or proper for the maintenance of high educational standards. A copy of the statutes, rules and regulations made by the faculty shall be filed with the Chancellor. The faculty shall also have primary responsibility for those aspects of student life which relate to the educational process, subject to the approval of the president of the institution. (BR Minutes, 1986-87, p. 333).
Final Exam Policy
After additional discussions about the Final Exam Policy as amended by the Senate Faculty Affairs Committee, the motion was sent back to the subcommittee for further discussions and recommendations.

Motion to Amend the Final Exam Policy Approved by the Senate Faculty Affairs Committee 8-1-2002

Motion:
The final exam policy in 402.01 of the Faculty Handbook is repealed and replaced by the following:

402.01 Final Examinations

It is understood that because the evaluation model varies by discipline, not all areas can comply with the final exam schedule as described.

When appropriate, faculty are strongly encouraged to only give end of the term exams during the final examination period and not during the last two weeks of class. At the end of the term, students may well need the extra study time which an examination during the final examination period gives them. If a faculty member decides to give an examination during the last two weeks of a term, that examination may not test the students on material covered before the mid-point of the term. In other words, cumulative final examinations must be given during the final examination period.
Information item re change in scholarship policies
The name, criteria and processing of Presidential Assistantships was changed in order to improve the recruitment value of the scholarship. Applicants will now be notified sooner before they have made decisions to attend another university.

It is proposed that the Presidential Assistantship name, criteria and processing be amended as follows:
1. The name APresidential Assistantship will be changed to AUniversity Scholar@ to better reflect the various duties and responsibilities of the students and to improve the image of the awards.
2. Georgia State University invites all incoming freshmen with a minimum 2900 Freshman Index (FI) and transfer students with a minimum 3.3 GPA to apply to be a University Scholar. Selection of University Scholars is a highly competitive process. Eligible students will be sent an application after their admission application is processed. The deadline for a completed admissions application is January 1 and the priority deadline for a completed University Scholar application is February 7.
3. The Office of Undergraduate Studies will start sending University Scholar applications to qualified students on September 15. A rolling list will be printed weekly with the last list of eligible students being printed around January 22. This will allow those students to have their application returned to the Office of Undergraduate Studies by February 7. On February 15, applications will be forwarded to the various departments for consideration. The departments will have until March 1 to review applications and make decisions. A list of students being offered an award will be forwarded to the Office of Undergraduate Studies. The Office of Undergraduate Studies will notify students of their award by March 15. Additionally, the departments will be encouraged to list at least two alternates for the award. In cases where the award is declined by the students, the alternates will be selected. Applications received after February 7 will be considered only if placement is still available.
4. The application be revised to include a space for AP credit, honors, or joint enrollment courses. This would mean the deletion of the space currently used to list two alternate areas of interest.
5. A short essay will be required. The essay topic will be the following:
In no more than 500 words, explain what motivates you to explore the chosen course of study indicated on the application. What do you want to gain from the University Scholars opportunity?

Motion on CLEP Scores
The Committee approved the motion to revise the CLEP Foreign Language cut scores.

Motion:
The new cut scores for CLEP foreign languages are as follows:

Spanish: 50-53 earns 3 hours of credit for Spanish 2001; 54 or higher earns 6 hours of credit total for Spanish 2001-2002

German: 50-62 earns 3 hours of credit for German 2001; 63 or higher earns 6 hours total of credit for German 2001-2002

French: 50-51 earns 3 hours of credit for French 2001; 52 or higher earns 6 hours total of credit for French 2001-2002

Rationale:
This is a technical correction to a motion passed last spring. The previous version incorrectly stated that one could earn up to 12.

Recorded by:
Wanda F. Taylor