Minutes
Faculty Affairs Subcommittee of the Senate
Meeting of November 20, 2003

Members present:  Glenn Abney, Margo Brinton, Barb Carroll, Harry Dangle, Gerald Gay, Charles Marvin, Dick Miller, Charlotte Petrek, Jerry Rackliffe, Debra Snell, Cherian Thachenkary and Marta White

Members absent:  Ben Baez, Pam Barr, Gayle Christian, Nancy Floyd, Shelby Frost, Emanuela Guano, Hugh Hudson, Ralph LaRossa, Mona Matthews, Marian Meyers, Linda Nelson, Lloyd Nigro, Ted Poister, Jim Senn, and Armenia Williams

Guests:  Ron Henry and Cheryl Johnson Ransaw

Charles made a motion to accept the minutes of the previous meeting.  Glenn seconded the motion.  Cherian stated that the Senior Lecturer policy, which was amended at the last meeting, will go to the full Senate in December.  The group unanimously approved the minutes of the October meeting.

Introduction of FASA Coordinator
Cherian introduced Cheryl Johnson Ransaw, the new FASA coordinator.  Cherian mentioned that Faculty Affairs and its Benefits Subcommittee had taken a strong interest in the continuation of the FASA function.  Cheryl came to Georgia State this May, and she spent the summer introducing herself around campus and looking into the needs her department should address.

Cheryl showed the group the department’s publication, “Helpnotes”, which was distributed campus-wide.  She is trying to raise the awareness of the FASA function through the recent open house, the rededication of the wellness library, and the five Lunch and Learn sessions offered this Fall.

Barb pointed out that Cheryl is a licensed counselor, and her office offers confidential counseling to faculty and staff, as well as to their family members.  The office can also offer assistance to supervisors with employees struggling with substance abuse and the like.

Gerry does not think that the Robinson College of Business, for example, is familiar with the services offered by FASA, and he suggested that Cheryl go around to the colleges.  Debra said she was familiar with the office, but had not received “Helpnotes”, information on the Lunch and Learn series, nor had she heard that there was a new FASA coordinator.  The group agreed that broader campus-wide promotion of FASA services was needed.  Gerry suggested that the name FASA might not be the best choice.  Glenn suggested that the name of the department be more reflective of its activities.  Glenn also suggested that Cheryl might ask to be included in the Provost’s monthly luncheon with the chairs.  Cherian suggested that Cheryl might wish to attend departmental faculty/staff meetings.  Cherian also suggested that FASA might let the University community know how her office differs from the Counseling Center and the Office of the Ombudsperson.

Barb reported that approximately 500 people enrolled in the BOR Dental Plan.  It is not known how many people switched from MetLife to the BOR Dental.  There was modest activity in the other plans at open enrollment.

Motion from Faculty Affairs Committee’s Subcommittee on Benefits Approved
Harry moved to approve the following motion.  Charlotte seconded the motion.

“The Faculty Affairs Committee’s Sub-Committee on Benefits moves that the University authorize its Human
Resources Department to investigate, identify, and request competitive bids from insurance providers regarding Long Term Care (LTC) insurance benefits for benefit-eligible employees of Georgia State University. Such a program would be a voluntary, 100% employee-paid program, offered via GSU payroll deduction in accordance with prevailing tax law (currently as an “after-tax” benefit), with a goal of initial enrollment during 2004 Open Enrollment period and an effective plan coverage commencement date of January 1, 2005."

“The Benefits Subcommittee further recommends that the University authorize and provide the new administrative costs associated with implementing and offering such a plan on an ongoing basis as an additional funding increase directed to the Human Resource Departments’ budget, effective with Fiscal Year 2005.”

Cherian reported that there are four or five USG schools offering such plans. The cost to the University would be the administrative costs of the long term care plan, which would be between ten and twenty thousand dollars per year. The group felt strongly that, in light of the effect of no raises on faculty and staff morale, adding such low cost benefits could raise morale.

The group voted to approve the motion.

Non-tenure Track Faculty
Provost Henry reported that we have approximately the same number of tenure-track faculty today as we had nineteen years ago. In 1984, we had 725 tenure-track faculty, and today we have just over 700. The number of tenure-track faculty have risen at various rates within the different colleges. Arts and Science, for example, has added more than 50 tenure-track faculty, while Business, Education and Health and Human Sciences have had significant decreases in the number of tenure-track faculty. AAUP suggests a maximum of 15% of the faculty be non-tenure track. Georgia State University is a long way away from this goal.

Georgia State’s goal is to increase the number of tenure-track faculty. We have received 2.1 million dollars in new money for tenure-track faculty and to convert non tenure-track to tenure-track. Provost Henry made the point that non tenure-track faculty, such a clinical faculty in Health and Human Sciences, is very valuable. Charles asked if there is a difference in the percentage of tenure-track faculty in graduate and undergraduate courses. Dr. Henry responded that a significant number of freshmen and sophomores are being taught by non-tenure track faculty, which is not healthy. Of all undergraduate hours, 30% are taught by tenure-track faculty, which has clearly been a consequence of budget constraints. Also, the undergraduate average load taught by tenure-track faculty has increased.

Glenn suggested that we need to think about what we can do to raise low employee morale resulting from the lack of salary increases. Dr. Henry agreed that we need to come up with some “perks”. Cherian asked how Georgia State compares to other USG institutions in our use of non tenure-track faculty, and Dr. Henry reported that we definitely held the lead. We have ten to twenty percent of graduate students teaching undergraduate courses.

Dr. Henry remarked that the dollars per credit hour has been dropping since 1999. We are also not going to grow credit hours in the future. We will not experience the large growth in enrollment that we have had for the past two years. GSU and Tech generate approximately the same credit hour dollars, and Tech has 16,000 students versus our 28,000. UGA has credit hour dollars roughly twice as large as ours, and they have 33,000 students versus our 28,000.

The group expressed faculty concern that certain programs will be pared. Dr. Henry said that this fear was legitimate. The Deans are now compiling lists of programs with low and low/medium scores on the four evaluative criteria. Dean’s Group will decide which of these programs will be forwarded to FACP for further review. The Deans have also been asked to submit RFP’s on areas of focus.

Evaluation of Administrators - Sent to the Senate
The Summary Report of the Faculty Evaluation of the Administrator has been amended since it was voted upon at the last meeting. Added is a statement that the *ad hoc* evaluation committee will give a copy of the report and the organized written comments to the person being evaluated and to the Senate Office Administrator. Also added was the statement that the full Executive Committee will finalize the one page summary report upon conclusion of reading the SEFA report and the draft one-page summary report. The last change was to add all copies of the report used by the *ad hoc* committee and the Senate Office will be destroyed.

Glenn reported that the last meeting of the Senate Budget Committee was cancelled, as the membership felt out of the loop and somewhat disconnected with the direction of upper level management.

**The Strategic Plan Subcommittee Report**
Margo reported that of the ten million dollars total, two to four million dollars each will be directed to focus areas that need to expand. This will mean that some programs will be dropped or folded into others. The Action Plan Priorities for 2004 will cause non-academic units to suffer cuts. The academic areas will benefit the most.

**Parking**
Marta reported that parking fees will continue to rise. Up to this point, the evening shuttle bus has not run to Aderhold. The shuttle will begin to service Aderhold, and the hours of operation will increase, resulting in additional costs of $50,000 for one half year. The rise of the student transportation fee by $10 and then again by $3 will make student transportation self-supporting.

The original plan for parking called for lots S, K and N, which were erected in the 70’s, to be replaced by more permanent parking structures. Jerry explained that it now costs $11,000 to build one parking space. Considering this cost, we got engineers to look at our existing structures with an eye to refurbishing them and not replacing them. It will cost approximately $975,000 to refurbish these structurally sound parking areas. Although these parking areas may last for as long as twenty years, we need to have plans for replacing them. In light of the lack of raises, it is hoped that the pace of parking increases will be slowed by the refurbishing plan rather than replacement. We now have 15,000 faculty, staff and students using the stadium shuttle and MARTA.

**On-line Evaluation**
Faculty have been complaining that students can find out their grades before filling out their evaluation if the professors put the grades on WebCT early or if the student requests a Pace form or a transcript. Glenn spoke with Bill Fritz about the faculty concerns, and Bill said that it would be possible to block students from requesting Pace forms or transcripts if they have not completed their evaluations. We can expect to hear more about this after the Fall evaluations are tallied.