FACULTY AFFAIRS COMMITTEE MEETING
FEBRUARY 14, 2007
Manners Room RCB Building
1-3pm

Minutes

Present: Paul Alberto (guest), Jeff Ashby, Chip Barksdale, Pamela Barr,
Catherine Brack, Joan Carson, Harry Dangel, Julie Dangel,
Dabney Dixon, Christine Gallant (guest), Lynda Goodliefow,
Cece Grindel, Donna Hader (guest), Hugh Hudson, Beth Jones,
Richard Miller, Linda Nelson (guest), Dave Pavesic, Jerry Rackliffe,
Cherian Thachienkary and Marta White

Call to Order: C. Grindel called the meeting to order at 1:05pm.

Approval of Minutes: The minutes of December 13, 2006 were approved.

Faculty Recruitment Procedures: Donna Hader presented an update on this issue.
Some questions were raised on the forms as well as procedures vis-à-vis recruiting and recording minority candidates.
Linda Nelson also provided information and answered the committee's questions regarding this matter.
After some discussion the Committee approved the three updated procedures as edited:
   ♦ full-time regular faculty recruitment procedures with the salary taken out of the advertisement,
   ♦ full-time temporary faculty recruitment procedures, and
   ♦ tenure on appointment procedures

Title IX of the Educational Amendments of US Office Of Civil Rights: Linda Nelson of the office of Opportunity Development/Diversity Education Planning requested the committee's approval for placement of the Title IX procedures and policies in the Faculty Handbook. She informed the committee that this information was already posted on the Affirmative Action Office's Website, the Employee Handbook and the Student Handbook.

It was recommended by the office of Civil Rights, that GSU, as a state university receiving federal funds from the government, clearly post its Title IX policies and procedures as well as identify a coordinator to act as a point person for all discriminatory complaints.

The Committee unanimously approved the motion.

Domestic Partner Insurance: Christine Gallant passed out handouts and gave an update on this issue.
C. Grindel requested that C. Gallant send her the report on this issue which is being considered by UGA, Medical College of GA, and GA Tech for circulation to the Committee members. She also commended C. Gallant on her effort and work she has done thus far on this issue. C. Gallant informed the Committee that the Task Force for this matter contributed greatly as well.

H. Hudson presented the background on this issue. The Chancellor of USG has requested, by a Memo to the Presidents, in December, 2006, that all institutions in the system have a policy for background checks for their employees in place by Fall of 2007. Currently, these institutions have an existing policy for employees in sensitive positions i.e., police, positions dealing with money, and children.

Much discussion ensued on this issue. Some of the questions that arose were:
   ♦ who determines when a background check is required?
   ♦ what charges will prevent a candidate from getting potential employment with GSU? and,
   ♦ who foots all the expenses?

L. Nelson and H. Hudson, respectively, provided relevant information to some of these questions.

P. Albert of the Executive Committee requested that the FAC together with some faculty experienced in this area from the College of Law, Human Resources, Robinson College of Business, and Criminal Justice form a Task Force. The names from the various departments will be forwarded to C. Grindel. This task force will provide a global response to the Chancellor’s memo as well as provide procedures and safeguards together with faculty of the universities in the system for presentation to the Chancellor by Fall of 2007.

C. Thachenkary asked what the consequence of having such a policy in place was. Grindel responded that questions, comments, and observations on the subject be addressed to the Task Force when that is in place.

Volunteers from the FAC are: C. Thachenkary, R. Miller and H. Hudson.

C. Grindel will provide the Committee with the complete list of the Task Force in March. She thanked P. Albert for attending and his input.

Family Medical Leave:

D. Dixon reported that she talked to her GA Tech contacts and also with Mary Finn of the Council of the Advancement of Women, GSU. She has passed on her findings to George Rainbolt. P. Barr also reported that she had been in touch with UGA and GA Tech. UGA will keep the FAC appraised with what they are doing on the issue, while GA Tech referred her to the BOR.

C. Grindel will be in touch with G. Rainbolt to find out the current status.

307.06 Limitation on Eligible Tenure Service: Formation of A Task Force:

C. Grindel informed the committee that Provost Henry will be following up on this issue with the new Vice President, Sandra Stone at the BOR, later in February. She will get back to the committee on the matter.
International Doctoral Degree Recognition Task Force:
C. Grindel informed the Committee that the confirmed members of the Force were: P C Tai - Biology, Amy Lederberg - VP Research, Kerry Heyward – Legal Affairs, C. Tachenkary - RCB, and, Lynda Goodfellow - Respiratory Therapy. L. Goodfellow will act as Chair.

Evaluation of Teaching Effectiveness:
H. Dangel updated the group on this issue. He is still awaiting a response from the Registrars office, for information on the students' evaluation of faculty, on behalf of the Committee. Hopefully, he will have this information by next month's meeting when the group will address the issue of a timely response of these evaluations. He also reported that the Sub-Committee in charge of this issue had discussed the six items approved by the Univ. Senate to be on all student evaluations for each of the Colleges. He proposes that 2 items:
♦ returned test results and evaluation of your work in a reasonable period of time
♦ made you work harder than you thought you could to meet an instructor's standards or expectations
be added to all student evaluations for the various colleges. Both items he said already appear on college student evaluation of instruction forms and on the National Survey of Student Engagement.
After much discussion, the Committee decided that though the thoughts contained in the 2 points, were important to faculty, the wording can be improved for clarity. The colleges and the Student Government Assoc. should be asked for their input, if any, on these. It was also agreed that the guidelines on the rating scale be amended by the colleges i.e. have a common sequence.
H. Dangel will give the Committee an update in March.

Enrollment Issues: Committee:
L. Goodfellow said that there was no information to share with the Committee at this time. C. Grindel will try to find some information on this issue and report at the next meeting.

Student Identification Committee:
L. Goodfellow said that Committee had met and gave an update on the proceedings. The decision to get away from using the SSN has been made by the Committee and to replace it with identification numbers for students. The project has to be completed by the middle of this year.

Template for Standard Information on the Syllabi:
C. Grindel informed the group that the Admissions and Standards Committee will work on this issue. They will put together a committee and the FAC will be updated.

PTI Handbook:
C. Grindel said that there are a few minor edits that have to be made and she will send those by email to the members to vote on.

Adjournment:
The meeting was adjourned was adjourned at 2:30pm.