MINUTES
UNIVERSITY SENATE
October 7, 1999


ORDER: The chair, President Carl Patton, called the meeting to order at 3:06 p.m.

MINUTES: The minutes of the April 8, 1999 meeting were approved with no amendments.

COMMENTS BY THE CHAIR: President Patton thanked all involved in the PriceWaterhouseCoopers study on Georgia State's administrative organization. The vice presidential searches are moving ahead and search committees are being formed. The strategic plan is in the process of being revised. The current draft is posted on the Senate web page and Dr. Patton encouraged all to read through it. Dr. Patton commented that Georgia State is unlike many institutions in that we do have a strategic plan and use it to guide the university. Dr. Patton mentioned the Teaching Laboratory Building project that was presented to the Board of Regents for their approval. The Board of Regents recently determined that there would be no projects for any research university and no projects for any metro area institutions. Dr. Patton will continue to work on this project. He mentioned that the BOR did approve one of Georgia State's minor projects which is funding for renovations in the University Center and the Law Library. The money still needs to be allocated through the legislature. Dr. Patton discussed the budget for next year. The outlook for next year's budget is not very good. Enrollment at institutions system wide is down due to the semester conversion. Faculty and staff salaries will be a priority, however, there will not be much extra money. In addition, the initiatives that the BOR is looking for this year do not fit well with Georgia State. Dr. Patton mentioned that there are some problems in the funding for insurance with the University System and some other state agencies. There may be some additional costs that will have to be incurred by individual institutions to continue insurance coverage.

Dr. Patton introduced Reid Christenberry to give a Y2K compliance update. Mr. Christenberry introduced the Y2K coordinator for the campus, Art Vandenberg. Mr. Vandenberg stated that the Year 2000 Task Force is tracking 62 projects with a total of 60,089 hours of work. At present, 46 projects are complete, representing 54,978 hours of work. There are 16 remaining projects to complete by November 1999. The governor has mandated that all state agencies have an agency wide certification of completion and Georgia State's campus level certification is scheduled for October 1999. Mr. Vandenberg introduced Dr. Bud Hamilton, from Georgia State's Department of Management, to discuss the continuity planning. Dr. Hamilton has been assisting the Y2K Task Force with contingency planning and scenario development. Because there are not enough resources to deal with all the potential problems that could occur, there should be business continuity plans in place. The Y2K Task Force is working to assure that we will have continuous operations no matter what happens. Processes need to be evaluated to see which are the most important and to see which technologies are needed to support those processes. Our organization is very interconnected and contingencies need to be developed. One potential problem could be power surges. There should be a coordination of priorities and communication is very important.

NEW BUSINESS: Dr. Patton called on Hugh Hudson to report for the Executive Committee. Dr. Hudson stated that the Executive Committee recommends a "do pass" on motions one through four and a "do pass as amended" on motion five.

1. **Motion to amend the April 8, 1999 Nominations Report** presented by the Nominations Committee;
Bernadette Hartfield, chair. There have been many requests for changes on the various Senate committees and the Nominations Committee has served as a pass through for those requests. The motion was seconded. George Rainbolt stated that Sheryl Gowen would like to be removed from the Admissions and Standards Committee. The question was called. The motion passed.

2. **Motion to change the Senate Bylaws to reflect the dissolution of the Department of Academic Foundations** presented by the Statutes and Bylaws Committee; Chris Paton for Murray Brown, chair. The Department of Academic Foundations was formally dissolved on September 8, 1999. This proposal would modify the Senate Bylaws to delete references to that department. The motion was seconded. The question was called. The motion passed.

3. **Motion to make changes to the administrator evaluations as indicated** presented by the Faculty Affairs Committee; Diane Willen, chair. The proposal has two components: one component would be to add a staff component to the evaluation of the University Librarian. This follows the precedent adopted last March by the Senate for the evaluation of non-academic vice presidents. The other is a procedural change, making explicit the deadline for the submission of the administrator’s list of accomplishments in order to maintain a time line for the entire process. The motion was seconded. The question was called. The motion passed.

4. **Motion to modify the admission requirements for nontraditional students** presented by the Admissions and Standards Committee; George Rainbolt, chair. This motion represents the continuation of the review of all the undergraduate admission requirements. There is one change on the motion as presented: in Section 4 the words "undergraduate transfer" should be replaced with "nontraditional". This motion raises the nontraditional admission requirements approximately as much as for freshman, transfer, and international admission requirements. The motion was seconded. The question was called. The motion passed.

5. **Motion to set the academic calendar for Summer 2000 - Summer 2001** presented by the Admissions and Standards Committee; George Rainbolt, chair. This motion revises the Summer 2000 calendar by adding a six-week session within the seven-week session. This revision was at the request of the College of Education. The key changes for the Fall 2000-Spring 2001 calendars are that there are no early grades for graduating students and diplomas would no longer be distributed at the commencement ceremony. The Summer 2001 calendar is essentially a reproduction of the Summer 2000 calendar. Many calendars were discussed by the committee and this is the final proposal. The motion was seconded. The question was called. The motion passed.

Hugh Hudson introduced the proposed amendment to this motion by the Executive Committee. This amendment is a proposal to add an additional ten-week session to the Summer 2001 calendar. There has been some concern that a shorter class session would not be appropriate in some graduate courses or courses with internships. This ten-week session would only be allowed for certain types of classes. The ten-week session is contingent on the Banner System being in place and in scheduling classrooms, the six and seven week sessions would have priority. The motion to amend the previously approved document was seconded. There was some discussion regarding the problems of scheduling and room utilization for these various sessions. Discussion continued on whether the Banner System would be up and operational in order to accommodate this additional session. George Rainbolt suggested two amendments to this proposed amendment: to add the words "proposed modification of the Summer 2001 academic calendar" to the heading of the page and the other is to add "three" to the last phrase, "the three, six and seven week sessions will have priority." Janet Gabler-Hover asked if the students had been queried regarding this ten-week session. Dr. Hudson stated that this was discussed within the Admissions and Standards Committee. Dr. Rainbolt added that when this additional session was posed to the committee, many committee members gave feedback but neither of the two student representatives did. Errol Danley, student senator, stated that he will vote today’s motion down. This will allow the SGA time to closely examine it and to have the two committee representatives provide feedback. Dr. Hudson accepted Dr. Rainbolt's two friendly amendments. The question was called. The motion did not pass.

**COMMITTEE REPORTS**

**APACE** (John Newman, chair): The committee has met once and initiated two activities. The first is in conjunction with the Faculty Affairs Committee: developing a policy on graduate student/faculty advisor relationships. The second is to begin examining academic integrity and quality issues with the delivery of courses via various electronic and other combined means.

**Admissions and Standards** (George Rainbolt, chair): In addition to admissions appeals and academic regulation waivers, the committee is reviewing the following: the implications of high school standards based education for
Georgia State, academic honesty in light of the Internet, changes in international admissions, changes to the hardship withdrawal policy, changes to the auditing policy, and changes to the "IP" grade policy.

**Athletics** (Bill Thomas, chair): The committee met once and has approved the fall and winter sports schedules and heard a report on the hiring of Greg Manning as the new Athletics Director.

**Budget** (Fenwick Huss, chair): The committee has met twice and the major agenda items have been a review of the budget process and the continuing budgetary effects of semester conversion. The committee has organized two subcommittees: one on funding priorities and one on budgeting principles.

**Commencement** (Carl Patton, chair): The committee met once and reviewed the ceremony. There was discussion on the diploma size and the committee sent forward an honorary degree recommendation to the BOR. The Fall semester commencement speaker will be Bill Usrey, former Labor Secretary.

**Committee of Chairs** (Hugh Hudson, chair): The committee has met three times. Discussion has been on the new strategic plan and on the vice presidential reorganization proposal.

**Cultural Diversity** (Maria Valeri-Gold, chair): The committee has met once. The committee will administer the staff assessment report this year. The committee will also be recommending a policy that the tenure clock be stopped for all aspects of the Family and Medical Leave Act. This policy is being developed based on one of the recommendations from the Task Force for the Advancement of Women.

**Executive** (Hugh Hudson, chair): The committee has met six times. The committee has discussed the evaluation of administrators and concurred on the letters sent to the evaluated administrators. The committee was involved in the structuring of the focus groups for the consultants on the vice presidential reorganization and on adding additional faculty participation to the discussion at the Administrative Council meeting. The committee has further engaged in discussions regarding the process for revising the strategic plan. Dr. Hudson thanked the President and Provost for agreeing with the elected faculty committee members to add additional faculty participation in the discussion on the vice presidential reorganization.

**Faculty Affairs** (Diane Willen, chair): The committee has met twice and there are a number of active subcommittees: benefits, conflict of interest policy, part-time instruction, bookstores, evaluation of administrators, and one that will start reviewing the instrument for the evaluation of instruction. A motion will come forward at the December Senate meeting to change the instructions to faculty in the annual report. The change will involve asking faculty to code their activities in instruction, research, and service in such a way that international initiatives and activities can be reported.

**Fiscal Advisory Committee to the President** (Ron Henry, chair): The committee has met several times and have been looking at budget issues. The committee is reviewing how a one percent, and perhaps even a two percent, redirection will be dealt with. The committee is looking at the current revenues: Georgia State is currently $4.3 million behind our projections for the fall and another $700,000 behind for the summer. He encouraged all to work hard to increase enrollment for the Spring semester.

**Information Systems and Technology** (Scott Owen, chair): The committee has met twice and has been focusing on the IS&T budget for next year and the role of information technology in the strategic plan. The Teaching/Learning with Technology subcommittee has met once and elected Missy Cody chair.

**Library Advisory** (Meg Harper, chair): The committee has met once and elected Meg Harper as chair.

**Nominations** (Bernadette Hartfield, chair): The committee has not met but anticipates one more activity during this Senate year. The committee will send forward recommendations for amendments to the nominations process to the Statutes and Bylaws Committee.

**Planning and Development** (Lauren Adamson, chair): The committee has met twice and discussed all the tasks that the committee has ahead of it. The committee has to consider the strategic plan: both the action plan for the current strategic plan and the construction of the new five year strategic plan. The committee's role in the administrative and support unit review process was discussed. The committee has been updated on the master plan and the state of various projects across campus. Joint subcommittees have been formed with the Budget Committee on funding priorities and budgeting principles and the committee has heard reports from CBSAC.

**Research** (Dave Vanko for Mary Ann Romski, chair): The committee has met twice. The three standing subcommittees are beginning their work: research infrastructure, research center review, and internal grants. The
committee has been concerned about the vacant VP for Research and Sponsored Programs position and has met with the PriceWaterhouseCoopers consultants to discuss those concerns. The committee looks forward to continued involvement in the VP for Research search and in the strategic planning process.

**Statutes and Bylaws** (Chris Paton for Murray Brown, chair): The committee has met twice and expects to be looking at issues related to reorganization.

**Student Discipline** (Howard Schneider, chair): The committee has not had to meet.

**Student Life and Development** (Judi Bryant, chair): The committee has met twice and has chartered several student organizations, has revised a section in the student code of conduct dealing with student leaders who receive stipends, and is considering three additional amendments to the student code of conduct.

OLD BUSINESS

The chair asked if there was any old business. Dr. Hudson asked the Provost if he would give the Senate a brief statement on the two letters that went out on the evaluated administrators: the Dean of the College of Law and the Dean of the School of Policy Studies. Provost Henry stated that both came through fine with their three year evaluation and that they will be continuing. Letters, written by the President, Provost and Executive Committee, did go out to these administrators. The letters talked about moving ahead, setting priorities, and reviewing on a regular basis.

ADJOURNMENT: There being no additional business, the meeting was adjourned at 3:55 p.m.

Gayla Domke, Secretary
University Senate

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