ORDER: The vice chair, Provost Ron Henry, called the meeting to order at 3:08 p.m.

MINUTES: The minutes of the December 5, 2002, meeting were approved with no amendments.

COMMENTS BY THE VICE CHAIR: Dr. Henry stated that there was no new news about the budget. The Board of Regents will make a determination of what the tuition will be at their next meeting: May 20 and 21. It is hoped that we will have a state budget before that time. Georgia State will have to get its budget back to the BOR by June 5. This timeline provides a narrow window of time to finalize our budget.

NEW BUSINESS: Dr. Henry called on George Rainbolt to introduce the first agenda item.

1. **Motion to update International Baccalaureate and AP credit** presented by the Admissions and Standards Committee; George Rainbolt, chair. This proposal is being brought forward to revise IB and AP credits in order to bring them in line with our competitor schools. The question was called. The motion passed.

2. **Motion to require selected Morris Brown transfer students to take GSU 1010** presented by the Admissions and Standards Committee; George Rainbolt, chair. This proposal is being brought forward to assist Morris Brown students to transition quickly from their former school to Georgia State. The question was called. The motion passed.

3. **Motion on administrative adds and drops** presented by the Admissions and Standards Committee; George Rainbolt, chair. This proposal is being brought forward to formalize a procedure that faculty had been following regarding administrative adds and drops. It was determined that the instructor can route the add/drop form to his/her college’s OAA Office or directly to the Registrar. There was a brief discussion on the difference between a student being withdrawn and a student being dropped. The question was called. The motion passed.

4. **Motion to change the scholastic discipline rules** presented by the Admissions and Standards Committee; George Rainbolt, chair. This proposal is being brought forward in order to limit the size of the student body. It targets the group of students who are underperforming. Dr. Rainbolt summarized the policy. The question was called. The motion passed.

5. **Motion to revise reentry policies** presented by the Admissions and Standards Committee; George Rainbolt, chair. It has been determined that Banner cannot support two reentry deadlines: one for graduate students and one for undergraduate students. This proposal will repeal the current policy and align our reentry policy with the current practice. The question was called. The motion passed.

6. **Motion on withdrawals and drops from off-campus and cancelled courses** presented by the Admissions and Standards Committee; George Rainbolt, chair. This proposal states the procedures to follow when a student voluntarily withdraws from an off-campus course and when the university cancels a course. The question was called. The motion passed.

7. **Motion to revise the policy on the removal of an incomplete** presented by the Admissions and Standards Committee; George Rainbolt, chair. The current policy is very difficult to monitor and enforce. This proposal changes the time limit to two terms for removing the incomplete and it requires that all
incompletes be reconciled prior to graduation. The question was called. The motion passed.

8. **Motion to change the membership of the Budget Committee** presented by the Statutes and Bylaws Committee; Murray Brown, chair. This will change the staff membership of the Budget Committee to be consistent with the recent change in include staff senators on committees. The question was called. The motion passed.

9. **Motion to change the membership and duties of the Cultural Diversity Committee** presented by the Statutes and Bylaws Committee; Murray Brown, chair. This will change the membership of the committee to parallel other Senate committees, allowing for representation by relevant administrators. The change in duties was initiated because the campus climate and demographics differ from those of 1993 when the committee was formed. The question was called. The motion passed.

10. **Motion to amend the University Statutes: Article VI, Section 1** presented by the Statutes and Bylaws Committee; Murray Brown, chair. This will exclude faculty members whose appointments are temporary or visiting from the census for determining Senate representation. It will formalize current practice. The question was called. The motion passed.

11. **Motion to expand the administrator evaluation deadline** presented by the Faculty Affairs Committee; Bonnie Fritz, chair. This extends the deadline for completing the SFEA report by one week. Currently the time frame for working on the report falls during spring break and it is difficult to convene an evaluation committee during that time. The question was called. The resolution passed.

12. **Motion on domestic partner policy** presented by the Faculty Affairs Committee; Bonnie Fritz, chair. This is a proposal to empower the President to represent the Senate’s position of supporting a domestic partner policy to the Board of Regents. The cost for implementing such a policy would not be prohibitive. The question was called. The motion passed.

13. **Motion on the disruptive student policy** presented by the Faculty Affairs Committee; Bonnie Fritz, chair. This proposal was originally passed last spring. Faculty Affairs was asked to make a few minor adjustments to it. Once the committee began working on the policy, it found that more and more changes were necessary in order to include all of the relevant administrators that needed to be involved in this type of situation. There was brief discussion about the chart not quite agreeing with the text and it was agreed that this would be corrected. The question was called. The motion passed. Dr. Henry stated that this policy should be added to the Student Code of Conduct in addition to the Faculty Handbook.

14. **Proposal from the SGA on smoking prohibition** presented by the Faculty Affairs Committee; Bonnie Fritz, chair. The SGA is in favor of proposing to the administration that there be no smoking allowed within a 25-foot radius of all University building entrances. The question was called. The motion passed.

15. **Motion to approve a policy on promotion of lecturers to senior lecturers** presented by the Faculty Affairs Committee; Bonnie Fritz, chair. This proposal will define how a lecturer with five years of consecutive service can be eligible for promotion to senior lecturer. The motion was seconded and the floor was opened for discussion. Hugh Hudson was concerned that the proposed wording stating that a lecturer will be retained after six consecutive years of service “...only if the lecturer has demonstrated exceptional teaching ability and extraordinary value to the institution” was problematic. He stated that this should continue to be reviewed and therefore he moved to table this proposal. The motion to table was seconded. A vote was taken and the motion to table the proposal passed.

16. **Editorial correction to the sick leave policy** presented by the Faculty Affairs Committee; Bonnie Fritz, chair. This proposal will amend the wording of the preamble of the sick leave policy passed by the Senate on March 14, 2002 so that it will align with the section of the sick leave policy in the Faculty Handbook, section 501.01. The question was called. The motion passed.

17. **Online course evaluation faculty option** presented by the Faculty Affairs Committee; Bonnie Fritz, chair. Because of uneven application of online procedures from Fall 2002-Summer 2003, the committee felt that faculty should be held harmless during this experimental time. The motion was seconded and the floor was opened for discussion. Paul Alberto stated that the timeframe should also include Fall 2004. It was determined that since there is a Senate meeting on October 9, there will be ample time to put the approved evaluation policy in place before evaluations are done for Fall 2004. George Rainbolt was concerned that the wording implies that faculty can pick and choose which evaluations they want to keep. He proposed an
amendment that called for faculty to "treat all online evaluations the same manner. For example, they may not discard evaluations for some courses while keeping others." Following a brief discussion, Dr. Rainbolt withdrew his amendment. He does have another issue with this proposal: if faculty who have only been at GSU since Fall 2002 choose to discard the online results, then chairs would have no data on which to base rehire decisions. John de Castro responded that the intention from the beginning was that if this data needed to be used for tenure or rehire decisions, the paper and pencil option should be selected. Discussion continued. Hugh Hudson proposed the following friendly amendment: "Tenure-track faculty, tenured faculty, non-tenure track permanent faculty, lecturers and instructors faculty electing to participate in the on-line evaluation...". The question was called. The motion as amended passed.

18. **Motion on online course evaluations** presented by the Faculty Affairs Committee; Bonnie Fritz, chair. Bonnie Fritz summarized the background of this proposal and asked Glenn Abney, chair of the online evaluations subcommittee, to report on the subcommittee’s research on this issue. Dr. Abney outlined the proposal before the Senate today. The floor was opened for discussion. Bill Fritz summarized the students’ comments regarding the process. He suggested a friendly amendment after the second sentence in item 4: "After the two week period any comments received would be for the enrichment of the instructor only." The amendment was accepted as friendly and incorporated into the motion. Marty Fraser stated that the IS&T Committee agreed this was a radical experiment and it suggested the following language be inserted: "All student evaluations are submitted prior to finals". This amendment was seconded. John de Castro stated that this language was not an amendment, since it altered the policy as presented. There was a brief discussion on the logistics of implementing this. Bill Fritz stated that it could be handled by Banner. Dr. de Castro spoke in favor of the proposal as it stands. Dr. Fraser stated that that the amendment does not negate the proposal and he asked why the students doing evaluations using paper and pencil will complete their evaluations before finals while most of the students completing the online evaluation will have taken their exams prior to completing the evaluations. Discussion continued on this topic. The question was called on the amendment presented by Dr. Fraser. A vote was taken and the amendment failed. Discussion continued briefly and then the question was called. The motion as presented passed.

Carol Winkler asked if the Senate could revisit motion 17. She proposed that the words: "professional matters that include" be deleted from the proposal and that the word "decisions" be added to the end of that sentence. The motion was seconded. The floor was opened for discussion. John de Castro spoke in favor of making this change. A point of order was called regarding amending a proposal that had already passed. The parliamentarian was consulted. It was determined that the motion could be reconsidered. The question was called. The motion as presented passed.

**COMMITTEE REPORTS**

**APACE** (John Newman, chair): The committee has completed the following academic program reviews and submitted the reports on the Departments of Finance, Criminal Justice, and Applied Linguistics as information items for today’s meeting. This semester the committee approved the following degree programs: a new concentration in Art Education within the Teaching and Learning major of the Ph.D.; the MA in Gerontology; and a joint degree program in Law and City and Regional Planning at Georgia State’s College of Law and Georgia Tech’s College of Architecture.

**Admissions and Standards** (Hugh Hudson for George Rainbolt, chair): The committee has been working on the motions presented today and has considered many petitions. The BOR has recently passed a policy stating that students who received specific scores on SAT, AP, and/or IB exams will have the Regents Test requirement on reading and writing waived. This will be incorporated in the 2003-2004 catalog.

**Athletics** (Andrew Sumner, chair): The committee met earlier in the week. It congratulates President Patton on his election to the board of the NCAA President’s Council. This will bring considerable recognition to Georgia State and its athletic programs.

**Budget** (Sally Wallace for Fenwick Huss, chair): The committee has met twice. Agenda items have included the FY03 budget issues and an approval of the report by the budget priorities subcommittee.

**Commencement** (Carl Patton, chair): No report.

**Committee of Chairs** (John de Castro, chair): The committee has met several times and has primarily discussed the online course evaluation proposal and Senate structure.

**Cultural Diversity** (Christine Gallant, chair): The committee has met four times. The committee finalized the
proposals on revising its membership and duties as presented at today’s meeting. A subcommittee has been formed on
the campus attitude survey and that group has met twice. The committee worked on the wording of various
questions on diversity for the administrator evaluations. These questions have all now been added to the
evaluations. The committee assisted John Peterson in developing a pilot mentoring program for minority faculty. It
has been finalized and sent to the Provost for approval.

**Executive** (John de Castro, chair): The committee has met three times and discussed the issues that are on today’s
agenda. In addition, the committee has been discussing the outcomes of the administrator evaluations for this cycle
and will present the reports at the August 21 Senate meeting.

**Faculty Affairs** (Bonnie Fritz, chair): The committee has met four times. In addition to today’s proposals, several
committee members are on various Auxiliary Services committees such as parking and on the RFP boards for
printing/copy services and campus travel. The committee has forwarded a report on the extension of childcare
facilities to the Executive Committee.

**FACP** (Ron Henry, chair): The committee has met a number of times. Yesterday it approved the recommendations
from the student technology fee subcommittee and have sent them on to the President.
It agreed to forward a recommendation to the President to raise the admission application fee from $25 to $50.
It has been a quiet semester for the committee since information on the state budget has not been finalized.

**Information Systems and Technology** (Martin Fraser, chair): The committee has met regularly. The
subcommittee on student technology fee has been meeting as well and has forwarded its recommendations to FACP.
It has been reviewing a number of proposals and has composed a list of nominations for the university
CIO/Associate Provost position. IS&T will submit a draft proposal to the committee on ADA compliance on web
pages.

**Library Advisory** (Mona Matthews, chair): The committee has met twice this semester. The committee’s main
focus has been on exploring the requirements for membership to the Association of Research Libraries. The
committee submitted a letter to the student technology fee committee in support of the library’s master plan.

**Planning and Development** (P. C. Tai, chair): The committee has met three times. A joint subcommittee has been
formed with the Budget Committee to review the criteria that are being applied to MMR project rankings.
Subcommittees continue to work on the instructional support, fire safety issues, administrative office needs,
pedestrian safety issues, and classroom infrastructure needs. The action plan for the strategic plan was approved.

**Research** (Crawford Elliott for Don Reitzes, chair): The committee has met four times. It has heard a report from Bill
Fritz on the University of Florida System for public research universities and a report from Joan Carson on graduate
and faculty indicators. During the summer the internal grants subcommittee will meet. Work continues on the
responsible conduct policy.

**Statutes and Bylaws** (Murray Brown, chair): The committee has met twice and approved the items on today’s
agenda.

**Student Discipline** (Joe Rau, chair): The committee has not met since the last Senate meeting; however, there are
two cases pending at this time.

**Student Life and Development** (Rebecca Stout, chair): The committee has met four times since the last Senate
meeting. It has approved 32 new chartered student organizations. It worked with Faculty Affairs on the disruptive
student policy. It reviewed the student code of conduct and also voted to support the library master plan. It made
several changes to the student handbook including a change that will allow SGA officers to run for the same office for
two terms.

OLD BUSINESS: None.
ADJOURNMENT: Since there was no additional business, the meeting was adjourned at 4:32 p.m.

Respectfully submitted,
Mary Nell Stone
Recorder