

**KSU Faculty Senate Meeting Minutes for 09/13/2010**  
**Attendance (x=present; o=not present; s=substitute)**

<b>Name</b>	<b>Constituency/Roll</b>	<b>Attendance</b>
Ethel King-McKenzie	Elementary and Early Childhood Education	<b>X</b>
Doug Moodie	Management and Entrepreneurship	<b>X</b>
Jennifer McMahon-Howard	Sociology and Criminal Justice	<b>X</b>
Stephen Braden	First Year Programs	<b>X</b>
Leigh Funk	Inclusive Education	<b>S</b>
Dick Gayler	Computer Science and Information Systems	<b>X</b>
Kevin Gwaltney	Chemistry & Biochemistry	<b>X</b>
Cindy Bowers	English	<b>X</b>
Xiao Huang	Economics, Finance and Quantitative	<b>X</b>
Cherilyn Hultquist	Health, Physical Education and Sport Science	<b>X</b>
Jackie Jones	Nursing	<b>X</b>
Susanne Kelley	Foreign Language	<b>X</b>
Teresa Banker	Mathematics and Statistics	<b>X</b>
Alison Mann	Music	<b>X</b>
Robert C. Paul	Biology and Physics	<b>X</b>
Jamie Bullins	Theatre and Performance Studies	<b>X</b>
Arjan Raven	Accounting	<b>X</b>
Susan Rouse	History and Philosophy	<b>X</b>
Barbara Salyer	Secondary and Middle Grades Education	<b>X</b>
Vanessa Slinger-Friedman	Geography & Anthropology	<b>X</b>
Deborah N. Smith	University Studies	<b>X</b>
Keith Smith	Visual Arts	<b>X</b>
Randy Stuart	Marketing and Professional Sales	<b>X</b>
Eric Tubbs	Education Leadership	<b>O</b>
Carol Collard	Human Services	<b>X</b>
Chuck Aust	Communication	<b>X</b>
Chris Ziegler	Psychology	<b>X</b>
Ulf Zimmermann	Political Science and International Affairs	<b>X</b>
Veronica Trammell	Administrators Senate	<b>X</b>
Ellen Jones	Staff Senate	<b>X</b>
Queen Okoro	Student Government	<b>X</b>
<b>Visitors</b>		
Jorge Perez	Faculty Exec Asst. to the President	<b>X</b>
Ken Harmon	Interim Provost & VP for Academic Affairs	<b>O</b>
Raj Veliyath	Fac Exec Asst to Provost (Academic Affairs)	<b>X</b>
Dan Papp	President	<b>X</b>
Teresa Joyce	Associate Provost	<b>X</b>
Michael Sanseviro	Interim Dean of Student Success	<b>X</b>
Charles Amlaner	Vice President for Research Grad Dean	<b>X</b>
Dan Paracka	IGI	<b>X</b>
Tom Pusateri	CETL	<b>X</b>
Meghan Burke	CETL & Math	<b>X</b>

Genie Dorman	Nursing	<b>X</b>
Valerie Whittlesley	Academic Affairs	<b>X</b>
Michael Haynes	ESS	<b>X</b>
Matthew Balaun	ESS	<b>X</b>
Elizabeth Starnes	ESS	<b>X</b>

Randy Stuart called the meeting to order.

**Approval of Minutes:** Ellen Jones was present at meeting of 8/23; correction needs to be made as minutes indicated that she was not present. No other corrections requested. Motion made, seconded, and passed to accept with the one correction.

Randy introduced new member, Jennifer McMahon-Howard from Sociology and Criminal Justice. Jennifer replaces Pete Fenton.

Randy announced to senate that Provost Harmon has donated a Lifescribe Smart Pen to the senate.

The SGA representative, Queen Okoro, was present and introduced herself.

### **Information Items:**

[Inform.kennesaw.edu](http://inform.kennesaw.edu): Please advise your constituents that this is KSU's new Faculty and Staff campus announcement tool and faculty are encouraged to open and read the university announcements prior to deleting.

Kennesaw Fund Campus Campaign: Ellen Jones (liaison from Staff Senate) presented information on the current campaign. Donations from faculty and staff are at 21% which represents an increase over previous years at this time. This reflects our commitment to both the university and students. Additional support is requested. High level of support is important when soliciting gifts from other corporations and foundations. We can direct our contribution to a program, department or scholarship or leave it unrestricted. Genie Dorman, Teresa Joyce, and Michael Sanseviro are co-chairs and available to answer questions. Ellen passed out donation cards.

Homecoming: Michael Sanseviro presented the plan for homecoming this year. Strategic plans include a comprehensive, university-wide homecoming committee. This committee is working at making it much more comprehensive than in previous years, a homecoming for everyone. Not only the traditional student and alumni but also including new parent-family activities, a wide variety of activities, and more interaction between constituencies. Our feedback is welcome. Homecoming is scheduled the same week as National Collegiate Alcohol Awareness.

### **Liaison and Committee Reports:**

Administrators Senate, Debbie Smith: No report

Staff Senate, Jamie Bullins: No report

Student Government, Chris Ziegler. Chris reports that she has contacted the President of the SGA. Although they meet every Thursday, he gave her only 2 dates that she was invited to come this semester. The SGA rep, Queen Okoro, believes there has been some miscommunication or misunderstanding. SGA President will be contacted for clarification and justification if his intent was for Chris to attend only 2 days.

## **Old Business:**

Public Safety Advisory Committee: Pete Fenton has rotated off the Senate; however, would like to stay on Public Safety Advisory Committee. The Faculty Senate Executive Committee has decided that this is acceptable as long as he will be available to report as needed. A call for an additional faculty member to serve on this committee was distributed via inform.kennesaw.edu. Three faculty members responded: Stan Crowder, Frederick Jones, Mary Sheil. A vote was taken and Stan Crowder was elected as the additional member of the Public Safety Advisory Committee.

KSU Research & Service Foundation Board Member: Charles Amlaner. This is a new enterprise housing grants and contracts. It's a 501C3 foundation, tax exempt. Structure is similar to others in University System. This is a governing board and needs a faculty representative selected from the Faculty Senate. This Board meets 2-3 times a year. Chuck Aust volunteered to serve. Motion made, seconded, and pass to elect Chuck Aust.

## **New Business:**

One teaching faculty from each degree granting college is needed for each of the following committees:

Faculty Handbook Committee: Extensive work needs to be done on Sections 3, 4, & 5 of the faculty handbook. Typically, this will be a 2-year commitment. However, because we need to have staggered terms, some committee members will rotate off after 1 year.

KSU Strategic Thinking and Planning Committee: KSU's current strategic plan covers years 2007-2012. Need to start planning now for 2012-2017. Next 4 meeting dates are Fridays: 10/15 (1-4P), 11/5 (9A-noon), 12/3 (9A-noon), 1/14 (9A-noon).

Randy Stuart will send out information re: responsibilities, terms, etc. to senators. Senate members are asked to email their constituencies and ask for volunteers. Volunteers for the KSU STP Committee need to confirm that they can attend the meetings listed above. Senate members should send the names of the volunteers to Randy Stuart no later than 9/28.

## **Other Matters Arising:**

Space Campuswide Optimization Committee: Raj Veliyath. This committee is formed to make recommendations on policies and procedures for scheduling space (classroom, office, conferences, etc) for classes, events, etc. KSU is trying to get away from ownership of space. 1 volunteer to represent interests of faculty is requested. The committee will meet every other week on Tuesdays at 2:30 PM for approximately 1 hour. Doug Moodie volunteered. Motion made, seconded, and passed to elect Doug Moodie.

## **Information Items:**

## Digital Measures:

Presenting information to faculty: Tom Pusateri, Meghan Burke, Charles Amlaner, Val Whittlesley

Information given by presenters:

Faculty senate voted on and accepted a recommendation to explore an online version of student evaluations. Online versions were desired for a number of reasons, including decreased use of paper and decreased administrative costs. Additionally, paper version allows only those students that are present to complete the evaluations; electronically, every student has the opportunity.

There were faculty concerns raised and addressed at that time. A major concern was poor response rates. While electronic evaluations are typically low, the distribution is similar to paper versions and more written comments are made. Response rates tend to increase over time. Response rates can be improved by putting evaluation information in syllabus, putting in a link in VISTA, sending out email requests for students to complete, publicizing the evaluations. Faculty was concerned that evaluations would be used for comparison purposes. Presenters indicated evaluations should be utilized for faculty performance improvement only...no comparisons. There will be training for chairs and deans to aid in interpreting low response rates.

Dr. Black interpreted the vote to explore online evaluations as a green light to proceed. In-house versions were considered. Determined it could be done more effectively out sourced. Put the process out for bid, describing KSU's needs. Digital Measures was more cost effective and was awarded the contract.

Only two modules are, at present, planned to be used: the student rating and the faculty activity insight modules. Faculty will be provided assistance in inputting data. Data can be entered in real time and can be utilized in a variety of areas. Will aid with accreditation data collection.

DM is an efficient and electronic tool for use by faculty and others to gather information and data. No information that is not currently being requested or required of faculty is being required with DM.

Issues/concerns raised by faculty:

How was the decision made? Who was involved in the decision making process. It appears that faculty were omitted from the decision making process. Faculty governance nonexistent.

Some confusion exists over whether participation is voluntary or not. Contradictory information has been given to senate and other faculty groups.

Faculty are concerned that student evaluation will be used comparing one faculty member with another, using means and other statistics to quantify performance areas. If likert-scale or other numerical system is used, a few zeros (or low numbers) would completely skew the overall results and there is no mechanism for faculty to refute.

Faculty are concerned that they will be judged based upon very low response rates. Some faculty have felt pressured to increase response rates. Some faculty have felt compelled to provide incentives (pizza, extra points) to encourage student completion of evaluations. Some departments publish the response rates...poor response rates being interpreted negatively toward faculty.

Some concerns over questions being asked on student evaluations exist. Meghan responded that only the 2 that we currently use will be used, unless the department chooses to expand.

Faculty felt that they agreed to explore online evaluations; however, did not realize that their input ended at that point. There was no additional faculty input into process after that.

Is there a level below which representativeness is considered to be nil? Unknown.

Faculty insight portion...people are making T&P decisions and don't always understand practices or realities of certain fields. There is fear of misuse or comparisons of false numerical data.

Dr. Papp was asked to comment. He is concerned about the process...believes there should have been more discussion. As to vita, if the data being requested is the same and is optional, there should be little concern.

He doesn't like incentives being provided to students or faculty feeling pressured. He is aware that there are serious concerns about the response rates. There is a reminder screen that we might utilize...as students access grades, they get a reminder to complete the evaluation. Randy pointed out this is too late...evaluations should be completed before student receives final grade.

Randy Stuart stopped the meeting at 4:45 PM. Consensus was to continue this discussion at the next faculty senate meeting. All visitors invited, and agreed, to return and continue conversation. Digital Measures will be placed on next agenda.

Meeting adjourned at 4:50 pm.

Respectively submitted by Jackie H. Jones