

**KSU Faculty Senate Meeting  
Attendance (October 8, 2012)**

\*\*If you are substituting for a senator, please sign in by the name of that senator.\*\*

<b>College/Constituency</b>	<b>Faculty Member</b>	<b>Attendance</b>
Accounting	Bill Cleary	X
Biology & Physics	R. C. Paul	X
Chemistry & Biochemistry	Chris Dockery	X
Communication	Chuck Aust	X
Computer Science	Dick Gaylor	O
Dance	Sandra Parks	X
Economics, Finance & Quantitative Analysis	Abhra Roy	X
Education Leadership	Earl Holliday	O
Elementary & Early Childhood Education	Stacy Delacruz	X
English	Cindy Bowers	X
Exercise Science/Sports Mgt.	Jennifer Beck	X
First-Year Programs	Stephen Braden	X
Foreign Language	Jaime Cruz-Ortiz	X
Geography & Anthology	Matthew Mitchelson	X
Health, Physical Education & Sport Science	Peter St. Pierre	O
History & Philosophy	Tom Keene	X
Human Services	Irene McClatchey	O
Information Systems	Humayun Zafar	X
Inclusive Education	Joya Carter-Hicks	X
Interdisciplinary Studies	Roxanne Donovan	X
Management & Entrepreneurship	Doug Moodie	X
Marketing & Professional Sales	Maria Kalamas	X
Mathematics & Statistics	Teresa Banker	O
Music	John Warren	X
Nursing	Jackie Jones	X
Political Science & International Affairs	Jack Moran	X
Psychology	Chris Ziegler	X
Secondary & Middle Grades Education	Anete Vasquez	X
Sociology & Criminal Justice	Kenneth White	X
Theatre, Performance Studies & Dance	Jamie Bullins	X
University Studies	Brian Wooten	X
Visual Arts	April Munson	O
Administrators Senate	Karen Andrews/Rifka Mayani	X
Staff Senate	C. Beam/J. Costen	X

Visitors please sign in on the reverse side, thanks!1

Chairs Council	Harry Price	X
Student Government	DeChino Duke	X
<b>VISITORS</b>		
President	Dr. Dan Papp	X
Faculty Executive Assistant to President	Dr. Maureen McCarthy	X
Provost & VPAA	Dr. Ken Harmon	
Associate Vice President for Faculty	Dr. Ron Matson	X
Faculty Exec Asst to Provost	Dr. Raj Veliyath	X
KSU Bookstore Representative	Kim Holland	X
Benefits Manager	Corie Snellenberger	X
Associate Vice President for Curriculum	Dr. Val Whittlesey	X
Director of Institutional Effectiveness	Susan Paraska	X
ACE FELLOW	Colleen Nolan	X
Faculty Athletic Rep. to NCAA	Randy Stuart	X

Faculty Senate Minutes: October 8, 2012

Re: Faculty Senate Meeting Minutes, 10/08/12

1. Meeting was called to order at 3:30 p.m.
2. Minutes were accepted with no changes.
3. Liaison Reports
  - a. Administrator's Senate (Tom Keene): Administrator's Senate meets tomorrow (10/09/12); nothing new to report.
  - b. Staff Senate (Chris Zeigler): Staff Senate is working with Alumni Affairs to get welcome materials to new staff hires; collecting toiletry items for military personnel; taking nominations for employee of the month awards; straightened out confusion regarding the number of liaisons to other shared governance bodies (one liaison per body).
  - c. SGA (Stephen Braden): SGA is working on voter registration efforts and presidential debate activities; participating in homeless awareness week; and investigating a "one-time take out fee" on university fees.
  - d. Chairs and Directors Assembly: Name change from "Chair's Council." Ron Matson, Associate Vice President for Faculty, was introduced at the last meeting; D2L transition was also discussed; summer enrollment fee modification possibilities were also discussed to try to increase summer enrollment; strategic plan and KSU Engaged were also discussed. Dr. Harry Price was elected as the liaison to the Faculty Senate.
4. Dr. Papp Spoke on Concerns on Raises
  - a. There have been no raises for the past four years (going on five); given the budget situation in the State of Georgia, there will likely not be raises this year or next year either. State revenues are not bad, but they are also not

- good. The revenue projection which was a 4.8% increase over last year has been modified to 1.8-2.0% increase.
- b. To do a 1% across-the-board raise for all full-time faculty would cost \$1.2.
  - c. In the last two years, there have been 144 promotions, which have included a 5% raise. In the last two years, 187 faculty have received compression/equity pay amounting to a total of nearly \$400,000.00 of new money. There is an outside firm that is studying the salary levels regarding compression/equity situations to identify the most egregious situations for resolution.
  - d. Deans have been working on administrative stipends to help faculty earn extra money; to date about 115 faculty members have received such stipends. Some faculty has also been able to get overload pay. The KSU Foundation has awarded over \$100,000.00 to faculty in 2012.
  - e. The university presidents in the State of Georgia have made salary a priority on their agenda.
  - f. The term to describe the salary situation at KSU and other higher education institutions is that this is the "new normal."
  - g. Need to find creative ways outside of the Legislature to increase revenue.
  - h. Question from Senate (Q): How did Mike Adams get \$2.7 million in retirement.
  - i. Answer (A) from Dr. Papp: private funds.
  - j. Q: Can faculty do anything to help make the case to the Legislature?
  - k. A (Jackie Jones): The Senate is looking at doing a forum to discuss the issue.
  - l. A (Dr. Papp): Thanked Dr. Jones for that suggestion; also mentioned that it would be helpful for all the Faculty Senates throughout Georgia to write letters to the chairs of higher education.
  - m. Q (Dr. Ziegler): At the statewide AAUP meeting, the chancellor said that it's important to "go public" with all the good things universities are doing to increase the public's awareness of the value of a university to the community.
  - n. A (Dr. Papp): That's part of the purpose of the Engaged KSU program (to let the community know about the value of the work done at KSU).
  - o. Q (Dr. Aust): Faculty should make their Vitae available to students; educate the community about the work at KSU by educating the students on what faculty members actually do.
  - p. A (Dr. Papp): Don't cut the grass at 3:00 p.m. in the afternoon; it looks bad to members of the community who don't realize that faculty are grading papers at 3:00 a.m. Need to work hard to let the non-academic community know what the academic community does; academia has diminished in value in society over the years; KSU does a lot that the community does not yet see.
  - q. Q: Does the salary situation have any impact on retention at KSU?
  - r. A (Dr. Papp): We are retaining faculty now better than we did five to 10 years ago; however, it may be because the situation at all institutions of higher education are not hiring at a rapid rate. It's harder for a faculty member to negotiate a raise by getting a job offer at another institution nowadays. That said, in I.T. KSU has lost 34 people this year, because that field is competitive and people can make \$10,000.00 more or so in the private sector. We are better off than 2-year institutions (KSU has a 1.8% increase in enrollment over last year whereas 2-year institutions have had a general decrease of between 10-15% over last year).
  - s. Q: The Legislature of Georgia has levied a tax on the state employees by refusing to raise taxes on the entire community to pay for state services like education. The situation is demoralizing.

- t. A (Dr. Papp): That argument is persuasive to some in the Legislature, but not to everyone; working with the Cobb County and surrounding county delegations in the General Assembly to push for increased funding at KSU. To the best of everyone's ability, keep your moral up. This is a good institution that is doing better than most; all ideas are welcome on how to increase revenue. A concert was recently held in the soccer stadium that netted \$60,000.00-70,000.00 in profit; hope to do more events like that in the future.
  - u. Q: The Mobile App lab has the capacity to do more outside work, but needs some help to do so.
  - v. A (Dr. Papp): Send me an email and we'll look into that to help get you what you need.
5. Faculty Senate Forums on Raises (Dr. White)
- a. Faculty Senate Executive Committee proposes holding a forum on the issue of raises in the near future. Would have administration present to ask questions about the issue, and give the KSU community a chance to speak to the administration about the issue, as well as give the administration a chance to educate the faculty on the political reality in the Legislature. Forums could help moral at the university and could lead to action, e.g., resolution or letters to representatives, etc.
  - b. Q (Dr. Keene): Forums should be on M/W and T/Th to accommodate everyone's teaching schedule.
  - c. Q: Can students attend?
  - d. Q (Dr. Cruz-Ortiz): Support the idea of a forum, but want to see it be more than just a discussion (needs to lead to organization and advocacy).
  - e. Q (Randy Stuart): Need to reach out to administration first to set a date(s) for the forums.
  - f. A (Dr. White): The F.S.E.C. will continue to work on planning Faculty Senate Forums on Raises in the near future and report back to Senate their progress at the next meeting.
6. Faculty Representation on Facility Pricing Committee (Dr. Jones): Randy Stuart and Tyra Burton are the new Faculty representatives on this committee.
7. KSU Bookstore (Kim Holland)
- a. Book orders are due this Friday (10/12/12); the Bookstore will take book orders any way they can be delivered; the Bookstore is eager to work with faculty to solve any problems that come up regarding book orders; there is a Homecoming sale this week (20% off) and the week of 12/3 there will be a faculty discount of 25%-off KSU-logo merchandise in appreciation of the great work faculty does at KSU.
  - b. Kimberly Holland can be reached at [kholla12@kennesaw.edu](mailto:kholla12@kennesaw.edu) for information about the bookstore; do not hesitate to contact her with questions.
8. Upcoming Benefit Changes (Corie Snellenberger/Rod Bossert)
- a. There is a slideshow on benefit changes that will be posted on 10/10/12 at [www.kennesaw.edu/hr](http://www.kennesaw.edu/hr).
  - b. Open enrollment is 10/15-11/09; if there are any changes to benefit plans, then this is the window of time in which to make those changes. Faculty who do not want changes may do nothing. However, anyone with a F.S.A. must apply for the F.S.A. program each year.
  - c. Q: If we don't want to change anything, we should do nothing?
  - d. A: Yes, except for the F.S.A. If faculty has an F.S.A., then they will want to apply for that each year. There will be a Benefits Fair coming up to help

educate and advise faculty on the open enrollment process. Look for a letter that is being sent to all faculty.

- e. Q (Dr. Ziegler): Will the letter come by email or regular mail?
  - f. A: The information on open enrollment and benefits will be delivered by First Class mail, "snail mail."
9. QM Survey Update (Dr. White)
- a. The DLC has agreed to start discussing a survey on faculty perception of QM per the Faculty Senate Resolution of April 9, 2012 this semester (rather than wait until Spring 2013). Dr. White will be meeting with the DLC and the Burruss Institute in October on the survey, please email Dr. White any comments on QM at [kwhite88@kennesaw.edu](mailto:kwhite88@kennesaw.edu).
10. AEPRC Policy Revision (Dr. Keene)
- a. Since the Faculty Senate passed a proposal regarding the administrative review process last spring there has been some comments/suggestions by the administrator in charge of overseeing the program (Dr. Joyce) regarding the process. These comments/suggestions are helpful, and they have been incorporated into a new proposal submitted for a first reading. The proposal makes it a requirement for colleges to post their elected representatives to help identify the bodies responsible for reviewing the results of the review and asks the F.S.E.C. to nominate a person to chair the committee who has "institutional memory" about the process. The proposal also ensures that any future changes to the process undergo submission to the shared governance process.
  - b. Motion to accept for first reading—Dr. White (seconded).
  - c. No discussion.
11. General Education Course Syllabus Template (Val Whittlesey/Sandra Parks)
- a. The General Education Committee approved language to be inserted into the syllabi of faculty who teach general education courses. There is a proposal to insert a link to such language into the Faculty Handbook.
  - b. Dr. Keene: move to include the new language in the handbook (seconded).
  - c. Discussion:
    - i. Q (Dr. Moran): What is the link to? Concerned about the term "template" as it implies undue control on faculty control over their syllabi.
    - ii. A (Whittlesey): The link goes to a web page that has the statement faculty should put in their syllabi.
    - iii. Q (Dr. Aust): The language is "should." Should that be "must"?
    - iv. A (Whittlesey): Would "are required" be better?
    - v. Q (Dr. Price): Can we make faculty put things in their syllabi?
    - vi. A (Dr. Keene): It's not a violation of academic integrity to have things like a department's textbook preference or administrative matters in a syllabus.
    - vii. A (Whittlesey): Learning outcomes are required.
    - viii. After further discussion on how to word the exact language, Dr. Keene suggested that the F.S.E.C. work on the specific language and report back to the full Senate at the next meeting for the second reading.
12. Dr. Jones asked for faculty to stay a little late, if possible, given time constraints.
- a. Dr. Ziegler asked that any subsequent vote be recognized as a "quorum vote."
13. Proposal to Improve the Process of Approving, Modifying, and Managing Policies at KSU (Susan Paraska)
- a. The handbook committee worked hard on making recommendations involving the handbook as well as the policy portal, which was sent to Dr. Papp who

then forwarded it to Susan Paraska's office, which has proposed new language with regard to policy management at KSU.

- b. The policy portal in its current form is difficult to navigate and sometimes contains conflicting policies. It's not always clear what the controlling policy is and/or who it affects, etc.
  - c. The accrediting process requires a policy on policies, which is what this proposal is meant to address; need to identify the current policy, the review process for policies, the responsible parties involved in a policy, and need to follow the shared governance process.
  - d. Comments on the proposal are welcomed.
  - e. Q (Dr. Keene): Why is the Department of Student Life singled out on #4c?
  - f. A (Paraska): Student Life handles the changes to the Student Handbook, so the idea is to ensure that they get the critical information they need to update that handbook.
  - g. Q (Dr. Keene): The concern is that if Student Life is singled out for special attention, then it may signal to other constituents that it's not necessary to be informed or distribute critical information.
  - h. A (Paraska): That's a fair point; comment is well-received and will be considered moving forward, along with any other comments people may have.
  - i. Q (Dr. Ziegler): Is this the work of the handbook committee?
  - j. A (Paraska): No.
  - k. Q (Dr. Aust): The metaphor is like an air-traffic controller; need someone to help manage the organization. If it helps us, then it seems like a good thing for a shared governance body to support.
  - l. A (Paraska): It's meant to be a resource. There is no policy-making authority in the proposed body that would manage policy on campus. It's meant to inform the KSU community about when/what/who regarding policy and policy changes to help manage the process, as well as ensure there is not duplication or conflict in campus policies.
  - m. Motion to accept proposal for first reading by Dr. White (seconded).
14. : Dr. Jones: Thank you everyone for staying for the meeting.
15. Motion to adjourn by Dr. Keene (seconded).
- a. Meeting adjourned at 5:08 p.m.