Faculty Senate Executive Committee Meeting: October 12th, 2020 (12:30 PM – 1:45 PM)
Faculty Senate Meeting: October 19th, 2020 (12:30 PM – 1:45 PM)

Agenda

Opening Remarks

1. Welcome – Humayun Zafar
   a. **Online Faculty Senate Meeting Expectations**
      i. Please complete the attendance survey (link in the chat window) if you are a senator or a guest.
      ii. Voting will be carried out electronically (link will be available in the chat window) and will be tracked. **Please only vote if you are a senator.** A non-senator voting will result in an immediate permanent ban from the faculty senate.
      iii. Use the "Raise your hand" feature in order to be recognized.
      iv. As we move forward with our senate meetings, the FSEC has heard from its members and agrees on the need to hold to correct parliamentary procedure. Motions will be preferred over discussion items so that we typically have action items on the floor. We would like to point out that there will be less time in our meetings used to announce our business items, so it will be more important than even to be familiar with all documents pertaining to our meeting.

      To further promote discussion, the president of the faculty senate will begin by calling for dissenting opinions. If there are no dissenting voices, we will be able to call for a vote directly and increase efficiency in our meetings.

2. Message from Dr. Whitten
3. Message from Dr. Schwaig

Old Business

4. Plus/Minus Grading System – Cristen Dutcher
5. Senate time issue – James Gambrell and Heather Pincock
6. Cross-level and cross-discipline motions – Xiao Huang, Nihal Khote, and Michelle Head

New Business

7. Approval of minutes (October 5th, 2020 meeting)
8. Budget Transparency Motion – Heather Pincock
9. Curriculum Policies
   a. Honors Designation Policy – Anissa Vega
   b. Zero Credit Hour – Michael Franklin

c. K-Credit – Paul Parker

Informational Items

10. New Associate VP for Student Affairs and Dean of Students – Ronald Briggs
11. Faculty Senate bylaws update – Need Volunteers
12. Committee on Academic Freedom (CAF) – Need volunteers
    a. The CAF shall consist of six members, including five tenured faculty members, serving staggered five-year terms, plus one University Ombud serving as a non-voting ex-officio member of the CAF. The FSEC shall solicit nominations from Senators and non-Senators, and the Faculty Senate shall elect CAF members from among the nominees. The members of the CAF shall elect a chair from amongst themselves. Senators shall strive for disciplinary diversity on the CAF, and there shall be no more than two voting CAF members from any single college in the University.
13. KSU Sexual Misconduct Policy – Kevin Gwaltney and Donna Reddix

Plus/Minus Grading System Motion:

The KSU Faculty Senate requests that our President and Provost petition the University System of Georgia for KSU to use the following Plus/Minus Grading System. All faculty will be required to use Plus/Minus Grading, but the assignment of grades will be at each instructor's discretion (i.e. in each course, instructors define what grades are in A+ range, A range, A- range, etc.). KSU will not use this system in the calculation of the HOPE Scholarship GPA.

KSU Grading System	
Grade	GPA
A+	4.30
A	4.00
A-	3.70
B+	3.30
B	3.00
B-	2.70
C+	2.30
C	2.00
C-	1.70
D	1.00
F	0.00

Motion on Effective Utilization of Limited Faculty Senate Meeting Time

Whereas KSU President and Provost have multiple media/channels through which to communicate with faculty (ex. "Written by Whitten," KSU inform, press releases, meeting with the FSEC directly)…

Whereas KSU President and Provost are able to submit written reports directly to the FSEC for dissemination to members of the KSU Faculty Senate…

Whereas the Faculty Senate meets for only 75 minutes per month, 8 times per year to discuss policy recommendations relating to academic functioning of the university…

Whereas the amount of business that the Faculty Senate can accomplish is severely constrained by the lack of meeting minutes available…

 Whereas the Faculty Senate meeting is designed to facilitate *faculty* participation in the establishment of university policies…

 Whereas Robert's Rules of Order are designed to *all* members of a body equal access to participation and the University President and Provost updates have resulted in disproportionate/inequitable access to meeting time for faculty…

 We resolve that the Faculty Senate Executive Committee (FSEC) shall:

1. Prioritize agenda items that are important to faculty and the Faculty Senate.

2. Request written reports from the KSU President and Provost for dissemination the Friday before each Senate meeting with the announcements.

3. When deemed relevant and specifically invited by FSEC, create a "question and answer" session for the KSU President and Provost on the agenda, where senators may ask for clarification on items in the written reports.

4. Prioritize "old business" and "new business" before informational updates from KSU administration officials.

1. Honors Designation Policy Adjustment
Revision: Nursing faculty in the Accelerated Bachelors of Nursing (Becky Shabo). The policy changes the number of credit hours required from 60 to 57.
Successfully routed to CDA, FS, DC

Graduation with Honors

An institutional grade point average of at least 3.5 is required for students to graduate cum laude, 3.7 to graduate magna cum laude and 3.9 to graduate summa cum laude from a baccalaureate program. Graduation with honors requires that students earn at least 57 semester credit hours in residence at Kennesaw State University for the bachelor's degree. Approved accelerated bachelor to masters courses will be included in the 57 earned semester hours required for honors.

To receive honors at graduation, "second degree" and Academic Renewal students must have at least 57 earned hours of credit at KSU after the "second degree" or Academic Renewal status was granted. In addition, for honors, students who have repeated courses must have at least 57 earned hours of credit at KSU after the hours for the repeated courses have been excluded.

2. Cross-listing/Cross-leveling Policy
New; Not currently in catalog
Successfully routed to CDA, FS, DC

KSU Policy on Course Cross-listing *

A cross-listed course is a course that is offered under more than one prefix. It must have documentation with the Office of the Registrar and a proper description in the course catalog.[1]

1. Courses must be within the same undergraduate or graduate numbering level
2. Cross-listed courses must have the same credit hours and same learning outcomes. In addition, sections of a cross-listed course must have the same syllabi, which includes the same instructor, course location and time, assignments and grading scheme.
3. Special Topics courses can only be cross-listed with an equivalent Special Topics course with another departmental prefix.
4. Traditional independent study, honors thesis, practica, internships, directed study, master's thesis, dissertation courses should not be cross-listed.
5. Cross-listed courses must be supported by a rationale or justification.
6. No more than three courses can be cross-listed unless all prefixes are owned by the same department.
7. Students cannot earn credit for more than one of the cross-listed courses.

KSU Policy on Course Cross-leveling *

A cross-leveled course is a course that is offered by departments across numbers and/or level. The two courses that are cross-leveled are owned by the same department. It must have documentation with the Office of the Registrar and a proper description in the course catalog.[2]

1. Cross-leveled courses are limited to the following two course pairs: 1) undergraduate upper division course/graduate course, and 2) graduate course/doctoral course. 9000 level special topics, directed study, thesis, internships, practica, and dissertation courses may not be cross-leveled.
2. Cross-leveled courses must be supported by a rationale for combining students of different levels.
3. Cross-leveled courses must ensure there is a clear distinction between the requirements of undergraduate and graduate students or graduate and doctoral students, with more advanced course work for the higher-level degree program. This will be demonstrated in two different syllabi that include, but are not limited to, different objectives, assessments and/or outcomes.
4. Cross-leveled courses at the graduate level must be taught by faculty with graduate faculty status.
5. Sections of cross-leveled courses must share the same modality.

*Requests for policy exceptions may be submitted to UPCC or GPCC.

3. K-Credit Policy

Revision: The Office of the Registrar has asked that the K-Credit policy be revised.
Routed to CDA, DC

The current policy reads:

K**:** indicates credit awarded by examination including, but not limited to, the following:
- Advanced Placement (AP)
- College Level Examination Program (CLEP)
- International Baccalaureate (IB)
- DANTES Subject Standardized Tests (DSST)
- Foreign Language Achievement Testing Service (FLATS)
- Departmental Course Exams for Advanced Standing
- Prior Learning Assessment (portfolio review)
- Military Credit

The revision reads:

K: Indicates credit awarded via Prior Learning Assessment, including but not limited to:
- Credit-by-Exam
- Military Credit
- Portfolio Review for Advance Standing

4. Zero-credit Hour Policy Taskforce
New; Not currently in catalog
Successfully routed to CDA, FS, DC

Zero-credit Hour Policy

Zero-credit courses allow students the opportunity to engage in innovative experiences beyond designated credit hours of a program. Programs may develop zero-credit courses for internships, participation in research, experiential learning, career preparation, international education, teaching assistantships, or other enhanced learning experiences for a major. Zero-credit courses may serve as pre-requisites for other courses.

Courses offered for zero-credits must be approved through the regular KSU curriculum approval process. Zero-credit courses are offered for no credit and do not incur tuition or university fee charges; however, course fees may apply. Zero-credit courses have satisfactory/unsatisfactory grading and will be reflected on a student's transcript but will not be included in a student's GPA. These courses must have an instructor of record and a syllabus with all required elements. Courses developed for zero-credit must not exceed 45 experiential hours or 15 contact hours and must recognize faculty workload through teaching or service. Programs must limit the number of zero-credit courses required to prevent overburdening of the students and the faculty/staff. These courses are not required to adhere to the curricular calendar and may be offered at any point during the year.

Zero-credit courses already in the catalog are exempt from this policy. *As with all courses, if a course change is pursued, it is reconsidered under current policies.* Exceptions to this policy will be considered if a justification is included in the proposal for curriculum committee review.

Senate Minutes for October 5, 2020

Attendance: James Gambrell, Michael Harper, Daniel Ferreira, David Buckman, Michael VanDyke, Stephen Collins, Jennifer Dickey, Jeffrey Yunek, Mary Beth Maguire, Joanne Lee, James Davis, William Griffiths, Gail Markle, Lin Li, Daniel Rogers, Ann Mills, Noah McLaughlin, Cristen Dutcher, Walter Thain, Douglas Moodie, Hassan Pournaghshband, Randy Stuart, Heather Pincock, Austin Brown, Nicholas Ellwanger, Peter St Pierre, James Wright, Rebecca Hill, Irene McClatchey, Diana Gregory, Laurie Tis, Lei Li, Ying Wang, Abhra Roy, Paul McDaniel, Giovanni Loreto, Snehal Shirke, Sanjuana Rodriguez, Ken Hoganson

Opening Remarks

1) Welcome – Humayun Zafar.Online Faculty Senate Meeting Expectations
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   c) Use the "Raise your hand" feature in order to be recognized.

2) Parliamentarian nominee – Jeff Yunek : Todd Harper motioned, Bill Griffiths. Senator Yunek approved as parliamentarian.

President's Report: (Pamela Whitten, PhD)

1) Dr. Whitten provided an update on the number of cases, which remains low. She noted that she was extremely pleased with campus cooperation. Testing for the virus is readily available on campus, including rapid testing sites in collaboration with WellStar. Additionally, the presidential taskforce for reopening the university continues to plan for Spring 2021, as does the COVID Response Teams. All reported cases are reported to Cobb Health Services within 24 hours. The University continues to face its biggest challenge with infections through off-campus contact with friends and relatives.
2) Dr. Whitten stated that she has been meeting regularly with the presidential taskforce on reopening the university.
3) KSU's enrollment was up, including an increasingly diverse student population. Interestingly, an equal number of men and women attend the university. (National trends tend to reflect more women than men who attend college.)
4) The Upper-Administration engaged in a first-year student call campaign. First-year students were contacted by the upper-administration to see how they were adjusting during the pandemic. (This, by the way, was the biggest first-year class in the State of Georgia.) Dr. Whitten noted that these students seem to understand and are adjusting well to life within the pandemic.
5) Dr. Whitten wished all faculty, staff, and students to stay well and to take care of their physical and mental selves.

Provost's Report: (Kat Schwaig, PhD)

1) Dr. Schwaig thanked the Faculty Senate for their work, especially during the pandemic.
2) The presidential taskforce on reopening the university continues to meet to plan for Spring 2021. The academic subgroup met with UITS to discuss ongoing faculty and student issues with technology.
3) Dr. Schwaig thanked the Compression and Inversion Taskforce.
4) Dr. Ron Matson will retire at the end of the semester. Currently, Academic Affairs is trying to plan an event to honor Ron—it will likely be virtual. Moreover, a search committee has already been formed. She asked that Senators encouraged colleagues to apply.

Old Business:

1) GEC Curriculum Committee (Anissa Vega, PhD; Brendan Callahan, PhD; Trina Queen, PhD)

   a) After introducing Drs. Callahan and Queen, Dr. Vega noted that this was a Senate Initiative to reevaluate representation on the General Education Council. The Committee researched a number of models, which they reduced to three until voting on one.
   b) Drs. Callahan and Queen noted that the favored model was the Executive Model, which included voting representation from each of the colleges. This would include a larger advisory group made up of representatives from the various Gen Ed programs.
   c) Senator Stephen Collins, Political Science, asked why a more representational model of the General Education programs was not chosen. He also asked whether the advisory group's recommendations binding on the GEC. Drs. Callahan and Queen responded that the other models that were considered were too wieldy, often placing additional pressure on small departments whose faculty were spread thin. They also noted that the GEC follows BOR policy and makes recommendations to the Senate since it is a Senate standing committee.
   d) Doug Moodie motioned; Jeff Yunek seconded. Motion passed unanimously.

2) Plus/Minus Grading System (Cristen Dutcher, JD)

   a) Dr. Dutcher noted that the Senate's request that KSU be allowed to use a plus/minus grading system. (Senator Doug Moodie, Coles, stated that this had been tried under Papp. At that time, the USG rejected the request. However, since then, KSU has grown in size and stature. He suggested that the USG might be more amenable now.)
   b) Senator Ken Hoganson noted that there are two systems in the state (UGA and Georgia State). He asked whether ours was a combination of the two?
   c) Someone suggested that the proposal eliminate the A+, which will likely make it easier to be passed by the USG. Another person wondered if we should not include a points system alongside the pass/fail letter grades. Senator William Griffiths, Mathematics, responded that we do not do this now and wondered if it would be appropriate to pick it up now.

3) UITS updates – (Veronica Trammell, PhD, and Jaime Fulsang)

   a) Cyber Security Awareness Days were coming up. (October 5 and October 21). Several faculty and students will be participating. They encouraged for KSU faculty, students, and staff to look for information on KSU Today.
   b) KSU now has Secureshare, which allows colleagues to share sensitive documents.
   c) All information is in the UITS letter.
   d) Other programs that KSU now has access to include Gradescope, Blackboard Ally, Peermark.

4) Provost's Taskforce on Conversion and Inversion – (Darina Lepadatu, PhD)

a) Motion to approve the recommendations of the Provost's Taskforce on Conversion and Inversion was made and seconded. Motion approved unanimously.

5) Consent – (Humayun Zafar, PhD)

a) The Senate unanimously passed the Military Leave Policy and changes to the Faculty Handbook that had been proposed by Ron Matson.

6) Cross-listing and Cross-Leveling Motions – (Doug Moodie, PhD)
   a) Senator Rebecca Hill, Interdisciplinary Studies, noted that this motion negatively impacts such programs as Interdisciplinary Studies, whose classes are often cross-listed and cross-leveled. Felt that the motion does not take into account.
   b) Anissa Vega, PhD, noted that we should have the authors of the motion present it. She asked that we postpone to next meeting.
   c) Motion to move the motion to the next meeting was successfully passed.

New Business

7) Approval of Minutes – (M. Todd Harper)

a) Minutes Approved Unanimously

8) USG PTR Resolution – Heather Pincock, PhD

a) Senator Heather Pincock, Conflict Management, presented a resolution that express support for the KSU@AAUP letter sent to Provost Schwaig in regard to the USG PTR taskforce. The initial letter noted that PTR itself contributes to low faculty moral, especially in the fact that it needlessly duplicates the work of annual reviews.
b) Motion passed unanimously on a voice vote.

9) Covid – 19 Motion – (Steve Collins, PhD)

a) Senator Steve Collins, Political Science, presented a resolution that would add to the KSU Covid-19 graph that tracked trends of the virus as it impacts campus. His motion would also require KSU to provide information on where infections occurred.
b) Motion passed.

10) Compression Plan Motion – (Steve Collins, PhD)

a) Senator Steve Collins, Political Science, proposed a motion that would augment the recommendations of the Taskforce on Conversion and Inversion with a recommendation to the administration to commit to a specific funding plan and a specific timelines to redress issues of conversion and inversion.
b) Senator Randy Stuart, Marketing, asked what the budget for this would be.
c) Several senators offered solutions to determining the budget from asking the consultant to put one together asking the administration.
d) Provost Schwaig noted that it is important that Deans and Chairs are involved in these conversations because it will be difficult to determine a path forward otherwise.
e) Motion approved: 36 in favor, 2 against

11) Extending pay raise to previously promoted faculty motion – (M. Todd Harper, PhD)

    a) Senator M. Todd Harper, English, put forward a motion that would also augment the recommendations of the Taskforce by addressing an equity raise for Full Professors and Senior Lecturers, as well as providing an equity raise for those who successfully completed promotion before 2020.

    b) Senator Steve Collins, Political Science, noted that the current taskforce recommendations do not provide any equity raise to Full Professors and Senior Lecturers who were promoted before 2020 as well as to faculty who have been successfully promoted to Associate Professor before 2020.

    c) Two senators asked about how far back the motion would go, say, 5 years. Senator Collins responded that he sees no limitation.

    d) Senator Randy Stuart, Marketing, asked if we know the budget for this. Senator Heather Pincock, Conflict Management, responded that it is impossible for us to formulate a budget when the Senate does not have access to the full university budget.

    e) Senator William Griffiths, Mathematics, wondered if it might not be a good idea to continue this conversation online so that the Senate could engage in a more robust debate.

    f) Senator William Griffiths further pointed out that faculty of legacy SPSU received even less than the 5% promotion raise assumed in this motion.

    g) Unanimous vote in favor.

12) Randy Stuart motioned to adjourn.

The KSU Faculty Senate requests full budget transparency and seeks to establish a regular process for discussion and consultation between faculty and administrators about the KSU budget. To accomplish this we propose the following:

1) The FSEC will receive detailed budgets annually once proposed budgets (projected revenues and expenses) are finalized (typically in spring). This will also include revenue and expense reports for the KSU Foundation.

2) The FSEC will receive budget updates on final and major changes to expected revenue and expenses when they become available.

3) The FSEC will convene, at a minimum once annually (but more frequently as appropriate), a meeting of the full faculty with the President and members of the President's Cabinet for discussion of the KSU budget. Prior to the meeting, the FSEC will share budget information with and gather questions from the faculty. The meeting will be moderated by the Faculty Senate President or another faculty member designated by the FSEC.