

Faculty Senate Executive Committee Meeting: November 8th, 2021 (12:30 PM – 1:45 PM)

Faculty Senate Meeting: November 15th, 2021 (12:30 PM – 2 PM)

**Faculty Senators in attendance**: Darina Lepadatu (Sociology & Criminal Justice), Doug Moodie (Management & Entrepreneurship); Andrea Knowlton (Dance), Todd Harper (President Elect, English), Jim Davis (Theatre & Performance Studies), Austin Brown (Data Science & Analytics), Lantz Holtzhower (Construction Management), Ying Wang (Robotics and Mechatronics Engineering), Ann Mills (Library Resources), Jennifer Dickey (History & Philosophy), Susan Kirkpatrick Smith (Geography & Anthropology), Humayun Zafar (Information Systems & Security), Mary Beth Maguire (Nursing), Snehal Shirke (Technical Communication & Interactive Design), Lin Li (Industrial & Systems Engineering), Rebecca Hill (Interdisciplinary Studies), Cameron Greensmith (Social Work & Human Services), Steve Collins (Political Science & International Affairs), Cristen Dutcher (School of Accountancy), Paula Guerra (Elementary & Secondary Education), Jeff Wagner (Engineering & Technology), Diana Gregory (School of Art & Design), Jillian Ford (Secondary & Middle Grades Education), Heather Pincock (Conflict Management, Peacebuilding, & Development), Michael Perry (Part-Time Faculty), Hassan Pournnaghsband (Software Engineering & Game Development), William Griffiths (Mathematics), James Gambrell (Inclusive Education), Kenneth Hoganson (Computer Science), Chris Sharpe (Public Services), Dabae Lee (School of Instructional Technology and Innovation), Noah McLaughlin (Foreign Languages), Lei Li (Information Technology), Giovanni Loreto (Architecture), Jeff Yunek (Parliamentarian, Music), Jennifer Dickey (History & Philosophy), David Bray (Economics, Finance, & Quantitative Analysis), Daniel Rogers (Psychological Science), Peter St. Pierre (Health & Physical Education), Nicholas Ellwanger (Honors College), M. A. Karim (Civil & Environmental Engineering), Dan Ferreira (Ecology, Evolution, and Organismal Biology), Sumit Chakravarty (Electrical & Computer Engineering), Glen Meades (Chemistry & Biochemistry), Estella Chen (Molecular and Cellular Biology), Randy Stuart (Marketing and Professional Sales).

**Ex-Officio Members:** LaJuan Simpson-Wilkey (ex-officio member, Assistant VP for Faculty Affairs), Kat Schwaig (ex-officio member, Interim President), Ivan Pulinkala (ex-officio member, Interim Provost).

**Guests**: Amy Buddie, Lesley Netter-Snowdon, Phaedra Corso, Kevin Gwaltney, Christy Storey, Karen McDonnell, Danielle Buehrer, Thierry Leger, Susan Smith, Tavishi Basin, Paul Parker, Jeff Delaney, Tricia Chastain, Ron Matson, Chris Ziegler

**Agenda**

# Opening Remarks

 Welcome – Darina Lepadatu

**Online Faculty Senate Meeting Expectations**

1. Please complete the attendance survey (link in the chat window) if you are a senator or a guest.
2. 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.
3. 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.
4. Please get familiar with Robert’s Rules of Order: <https://assembly.cornell.edu/sites/default/files/roberts_rules_simplified.pdf>

# Update from Interim President Kat Schwaig (12:30-12:35)

* Wishes to continue discussions on shared governance on campus, especially as we work on forming policies around Post-Tenure Review. Is creating working groups to improve and build processes to define and create clearer procedures around shared governance.
* Thank you to faculty and staff as we move into an annual season of thanksgiving and gratitude.

Update from Interim Provost Ivan Pulinkala (12:35-12:40)

* Vaccine leave questions: every USG employee is entitled to 8 hours as a vaccine leave. Must work with supervisor. It is *requested* that Faculty take leave on a non-teaching day.
* FS motion regarding a shared governance working group to deal with Post-tenure review (PTR). Provost and President are comfortable with that model and appreciate faculty work around this issue. The university administration accepts this motion.
* All USG provosts met with Dr. Denley of the USG. There should be multiple working groups relating the the USG’s recent mandates regarding PTR and Student Success: 1) faculty PTR guidelines, as well as how to incorporating student success in P&T/PTR/Annual Review guidelines; 2) administrator reviews (currently our process reviews every 3 years. That process will need to align to move 5 years instead of 3); They want to utilize the same model that faculty senate developed, except flip the amount of faculty and administrators, since this is dealing with administration, rather than faculty. 3) PTR guidelines of what happens when a faculty member receives negative reviews during PTR.

**New Business**

1. Approval of Faculty Senate October 2021 Minutes. (12:40 James Gambrell) **Approved by verbal vote.**
2. Motion on Changes in Students’ Withdrawal Policy (Paul Parker 12:45-12:55)
	1. See motion below [*please note that I leave all of the motions in the appendices below to make the notes easier to read*].
	2. This removes old language that was clerical practice that has not been used in several years. This change is for student success.
	3. Heather Pincock (Conflict Management) moves to accept on 1st read.
	4. Lance Holtzhower (Construction Management). This statement adds a gate for students to have to sit down with an advisor before dropping a course. What would this help clean up, as it may cause problems concerning Lance’s program? Parker: This has never been the practice at KSU, so this policy update is intended to make the practice and policy align. The sentence that is being removed has never nor is it now a practice.
	5. Michael Perry (Part-Time Faculty)—Will the add/drop/ withdrawal dates change back to pre-Covid times? Yes. The calendars are going to move back to pre-Covid deadlines.
	6. **Motion passes 38 Yes-3 No**
3. Motion on Updates from KSU President and Provost during Faculty Senate Meetings (Todd Harper 12:55-1:10)
	1. Todd Harper (English): 1) President and Provost have been respectful of Senate’s time; 2) They often have important information, 3) There is precedent for putting President and Provost updates at the beginning of the meeting.
	2. James Gambrell (Inclusive Education) reasons against: 1) President and Provost are in interim roles, policy and procedure should supersede personality of administrators 2) Robert’s Rules prioritize *motions* over informational items, 3) President and Provost have multiple channels through which to disseminate information to the Faculty.
	3. Darina Lepadatu (FS President): It is respectful to the time limitations and offices of President and Provost to have them go first. Also, there is precedent before last year.
	4. Bill Griffiths (Math): This does not matter and should be left to the vote of the senate.
	5. Michael Perry (PT Faculty): Putting speakers at the beginning respects the guests’/speakers’ time
	6. Jillian Ford: Seconds the comments Dr. Gambrell made. Relevant points that should be considered.
	7. **Motion does NOT pass: 19 Yes to 23 No.**
4. Motion on Verbal Votes during Faculty Senate meetings (Darina Lepadatu 1:10-1:20)
	1. Discussion of best procedure for when to have verbal or electronic votes. Some faculty feel that voice votes are rushed; recorded vote allows for more deliberation. Some are grateful to be discussing best practices. Multiple faculty state that not everyone is comfortable speaking, but that their voice still is very important.
	2. Doug Moody (Management & Entrepeneurship): Speaks against proposal. Feels that voice vote does not always represent the Nay’s adequately. Also feels that a single negative vote in a voice vote requires an electronic vote.
	3. Darina Lepadatu accepts friendly motion to change to having a *single* “Nay” requiring an electronic vote: All but 1 “Ay”.
	4. **Motion does NOT pass: 12 Yes to 25 no.**
5. Call for nominations for Post-Tenure Review Committee (Todd Harper 1:20-1:30)
	1. 5 tenured faculty from Kennesaw and Marietta campuses
	2. Please send your nominations to Darina Lepadatu for these important committees to define student success and PTR by November 20 (does NOT have to be a senator, but must be tenured). FSEC would like to see a diversity of colleges/fields represented.
	3. Some faculty have wondered why this did not pass through standing committees. Dr. Pulinkala (Interim Provost): This motion came from the Faculty Senate and university administration are supporting the motion passed by the senate.
6. Call for nominations for the Administrators’ Review Committee (Ivan Pulinkala 1:30-1:40)
	1. 3 tenured faculty from the Kennesaw and Marietta campuses

Please send your nominations to Darina Lepadatu by November 20

* 1. Heather Pincock (Conflict Management): This particular motion was suggested by university administration, but has not been through the Faculty Senate. It was simply requested by the Interim Provost. How did this committee form? How does it relate to the FSEA standing committee?
	2. Doug Moody: We already have an FSEA committee. Recommends that this
	3. Darina Lepadatu: This was simply a mirror to the FS committee to PTR
	4. James Gambrell (Inclusive Education):
	5. Ivan Pulinkala (Interim Provost): Nobody ever said that this came from the Senate, but that they wanted to respect and mirror it. While there already exists an FSEA committee, they wanted administrators to have more input on their own review like they are respecting the request by the FS. Dr. Pulinkala said he will look into the FSEA committee. The new guideline from the USG indicated that ALL administrators be reviewed (in addition to Chairs, Deans, Provost). “What’s good for the goose is good for the gander”. He does not feel that we are duplicating FSEA, but trying to closely
	6. Bill Griffiths (Mathematics): Supports what Dr. Pulinkala said. He feels it is reasonable and respects their willingness to mirror our committee. Feels like we should act in good faith. Moves to approve Dr. Pulinkala’s committee organization
	7. Heather Pincock (Conflict Management): The existing FSEA committee is specifically charged to form when administrative review changes are to be made. The PTR committee is beyond standing committees; but the administrative review specifically falls within the scope of the FSEA committee. Committee is 5 administrators and 3 faculty. Do we have clarity from where those administrators would come? On who their faculty will be.
	8. Ivan Pulinkala (Interim Provost): I hope that we can move forward with trust. He has not asked us who the faculty would be. The hope is to have multiple ranks of administrators represented (chairs, deans, assistant…)
	9. Darina Lepadatu (FS President): We will **table the discussion of the administrative review committee makeup to December meeting** because we have run out of time**.**

**Motion to adjourn 1:48. Meeting adjourned.**

Informational Items

1. Updates from Deans’ Council (Doug Moodie)

**Supporting Documents:**

**2. Motion on Changes in Students’ Withdrawal Policy (Paul Parker)**

Withdrawal from Classes

Students who withdraw from courses before the withdrawal deadline, as specified by the academic calendar will receive a grade of W. A student who officially withdraws from a course by the end of the last day to withdraw without academic penalty will receive a grade of “W” and receive no credit.

A student who officially withdraws from a course after the last day to withdraw without academic penalty and before the last week of classes during the semester will receive a grade of “WF,” which will be counted as an “F” in the grade point average calculation.

Students may drop one, some, or all of their classes during the drop/add period. Courses dropped in this manner do not appear on a student’s transcript and are not considered as hours attempted for financial aid purposes. No grade is assigned for such courses. However, a student who wishes to withdraw from a course after the last day of the drop period for a term must withdraw through Owl Express.

If a student experiences significant personal hardship (e.g., medical or family emergency, prolonged illness), the Dean of Students can approve a hardship withdrawal from all courses in the term for which the student is currently registered. In the case of an approved hardship withdrawal from all courses, the Registrar will assign grades of “W” for those classes. The deadline for final approval of a hardship withdrawal by Dean of Students is the last day of class for which the hardship withdrawal is sought. If the hardship withdrawal process is not complete by the last day of class for which the hardship withdrawal is sought, a student must appeal for a retroactive hardship withdrawal from the Academic Appeals Committee.

Appeals for retroactive hardship withdrawals must be directed to the Academic Standing Committee. Retroactive hardship withdrawals are rarely granted if it has been more than one year since the last day of class for which the withdrawal is sought. Extraordinary justification must be shown. In the case of approved retroactive hardship withdrawals, the Registrar will assign a grade of “W.”

If a student is suspended by the Office of Student Conduct following a violation of the University’s Code of Conduct not related to academic dishonesty, the Office of Student Conduct may facilitate a University-initiated withdrawal from courses for which a student is registered for the term. The Registrar will assign grades of “W” for those classes.

A student will receive a refund only when the student withdraws from ALL courses for the applicable semester and only by the schedule outlined in the University refund policy.

Students should be aware that a reduction in their hours might result in the loss of full-time student status and thus affect their financial aid, scholarships, athletic and ticket eligibility, University housing accommodations, use of University resources and access to University facilities, immigration status for international students, and Veterans Educational Benefits. Students should contact the appropriate office and their academic advisor with questions about the impact of their withdrawal from a course before initiating a withdrawal. Veterans and dependents of veterans who receive educational benefits must notify the Veterans Education Benefits Area in the Office of the Registrar of any course load reductions.

1. **Motion on Updates from KSU President and Provost during Faculty Senate Meetings (Todd Harper)**

Whereas there is a precedence for Kennesaw State University (KSU) President and Provost to speak during the first part of each senate meeting,

Whereas the KSU President and Provost often provide important information in their remarks, information that is often helpful for the Faculty Senate when it deliberates policy and resolutions,

Whereas the KSU President and Provost have historically respected the time limits placed upon them (with one notable exception),

Be it resolved that the KSU President and Provost provide their reports at the beginning of each senate meeting.

1. **Motion on Verbal Votes in Faculty Senate meetings (Darina Lepadatu)**

The Faculty Senate President may call for a voice vote (as opposed to a recorded vote) in circumstances they perceive as lacking opposition. This is specifically defined as, in the perception of the president, no one has spoken against the motion and no senator has called for a recorded vote. In any case, if a voice vote is held and there is more than one negative vote, an immediate recorded vote will be held and the previous voice vote will be invalid.

1. **Call for Nominations for the Post-Tenure Review Committee (Todd Harper)**

The committee shall include five tenured faculty members selected by the Faculty Senate, the Assistant Vice President for Faculty Affairs, a dean representative, and a chair/director representative. The committee shall be chaired by the President of the Faculty Senate - or other member of the Faculty Senate Executive Committee (FSEC) - serving in an ex-officio capacity. The committee will be advisory to the Senate.

**8.Updates from the Deans’ Council (Doug Moodie)**

1. Amplified sound policy was updated as was very out of date.
2. KSU off campus events must be cleared by events.
3. There was a long presentation of the legal side of Academic Freedom. There are clashes between Institutional AF, Faculty AF and student AF.
4. The new KSU webpages will be more tightly controlled than the present one. There will be less people allowed to input info. Deans were worried about cost and timeliness of updates. Website will be audited.
5. Deans can hire term limited staff if they have the money, but they must be advertised, and the acceptance letter must state the limited term of hire.
6. There is a new student course withdrawal policy being drawn up.
7. Registrar expects about 3500 students to be waitlisted for courses, especially advanced courses. Deans should add sections as needed.