

# East Georgia State College Faculty Senate

## Minutes

May 6, 2021

12 p.m. Meeting being Zoomed to all Faculty Senate members

Type of meeting: Regular Meeting

Meeting Facilitator: Laura Chambers, President

- I. Open Pre-meeting discussion
- II. Call to order (12 p.m.) – regular meeting – tenth meeting of 2020-21 academic year
- III. Roll call –

Present: Laura Chambers (President), Armond Boudreaux, Deborah Lee, Sue Bragg, Darlene Dickens, and John Gleissner (Secretary)

Mark Hovind (Parliamentarian) absent. All other members present.

Having 6 of 7 members present this represents a quorum and normal business may take place.

- IV. Greeting of Visitors – Breana Simmons (newly elected Senator starting with Fall term) and Georgia Mathews-Beasley (Director of Student Retention).

- V. Approval of minutes from April 2021 meeting and Adoption of Agenda

Approved as read by majority (6 members in favor, 1 absent) consent.

- VI. Committee Reports – APCC (Chambers)

President Chambers reported that the latest requests from APCC were mostly due to USG's commitment to consistency as per policy.

- VII. Open Issues

The Senators requested the President approach the VPASA concerning the results of the Faculty and USG proposal for fiscal adjustment and Program justification and where in the process of determining a decision the College administration was at, in addition to when that decision would be made available to the Faculty.

- VIII. New Business (Order of New Business is subject to change)

- a. APCC item: Awarding PE Credit for MILS and MSCI Credits Transferred

A discussion was held pre-meeting via email from April 22 up to the meeting to discuss the proposal. No corrections or questions were raised during the discussion.

A motion to approve the item was made and approved by majority (6 members in favor, 1 absent) vote.

b. APCC item: Change in Additional Requirements for AA and AS Degrees

A discussion was held pre-meeting via email from April 22 up to the meeting to discuss the proposal. No corrections or questions were raised during the discussion.

A motion to approve the item was made and approved by majority (6 members in favor, 1 absent) vote.

c. APCC item: Change in Additional Institutional Requirements for BA-FESA and BS Biology

A discussion was held pre-meeting via email from April 22 up to the meeting to discuss the proposal. No corrections or questions were raised during the discussion.

A motion to approve the item was made and approved by majority (6 members in favor, 1 absent) vote.

d. APCC item: ENGL 2140 Course Number Change to ENGL 2150

A discussion was held pre-meeting via email from April 22 up to the meeting to discuss the proposal. No corrections or questions were raised during the discussion.

A motion to approve the item was made and approved by majority (6 members in favor, 1 absent) vote.

e. APCC item: ENGL 2150 Course number and Description Change to ENGL 2140

A discussion was held pre-meeting via email from April 22 up to the meeting to discuss the proposal. No corrections or questions were raised during the discussion.

A motion to approve the item was made and approved by majority (6 members in favor, 1 absent) vote.

f. APCC item: Learning Support ENGL 0999 Course Description Change

A discussion was held pre-meeting via email from April 22 up to the meeting to discuss the proposal. No corrections or questions were raised during the discussion.

A motion to approve the item was made and approved by majority (6 members in favor, 1 absent) vote.

g. APCC item: Proposed Change to Size of Post-Tenure Review Committee

A discussion was held pre-meeting via email from April 22 up to the meeting to discuss the proposal. Corrections to grammar and spelling were made. With no further corrections noted the committee agreed to accept the proposal with the modifications.

A motion to approve the item was made and approved by majority (6 members in favor, 1 absent) vote.

h. APCC item: Revising the Faculty Evaluation Form

A discussion was held pre-meeting via email from April 22 up to the meeting to discuss the proposal. No corrections or questions were raised during the discussion.

A motion to approve the item was made and approved by majority (6 members in favor, 1 absent) vote.

i. APCC item: Wellness 1000 Course Proposal

A discussion was held pre-meeting via email from April 22 up to the meeting to discuss the proposal. Several questions asking for clarification on the weekly schedule topics, the “flipped classroom” nature for an online class, and a separate listing for converting to a Session I or Session II time frame (8 weeks).

A motion to return the proposal for clarification was made and seconded. The motion was approved by majority (6 members in favor, 1 absent) vote.

j. Possibly Using D2L for Faculty Senate Discussions

A discussion was held pre-meeting via email from April 22 up to the meeting to discuss the proposal.

Questions about alternatives to D2L were made. MS Teams was suggested as a possible method along with email for pre and post meeting discussions of proposals.

A motion to table the proposal and discuss via email the options for alternatives to email for holding discussions. Contact with Dr. Ren Denton and Terri Brown were suggested as to the format and structure of such a D2L website. Also, they would be asked about the possibility of using Teams and who would act as support for such a “team” for the Faculty Senate.

The motion was seconded and passed by majority (6 members in favor, 1 absent) vote.

IX. Unfinished Business—Early Alert Policy Discussion

A discussion was held concerning the proposed Early Alert Policy.

The following suggestions were made to the policy –

1. There would be two mandatory alerts deadlines. It was suggested these would occur during the 6<sup>th</sup> and 12<sup>th</sup> weeks of the semester.
2. The advisor follow-up would be voluntary, but the advisor should acknowledge they had seen the alert.
3. Templates would be developed for each of the categories of alert for the faculty to use if desired.
4. Faculty would be asked to include notes for each alert. If the faculty wished they could use the developed templates.
5. Additional notification methods should be pursued. Possibly using “text” messages through GradesFirst.
6. A guide should be developed to help Faculty with the process along with a list of needed occurrences that would trigger sending an alert outside of the two required times during the semester. A list of non-essential alerts (single absence, etc.) should be made available to faculty to streamline the amount of reporting done.
7. It should be requested that Faculty use GradesFirst for report of attendance and attendance triggers at 3, 5, and 7 absences be sent to the Director of Retention.

The new Senator Breana Simmons volunteered to work with the Director of Retention on developing a new First Alert Policy for the Fall (2021) semester.

#### X. Adjournment

A discussion about meeting Dates and Times for the summer and fall semester would take place via email. After that discussion, the next meeting of the Faculty Senate will be determined and announced.

The meeting was adjourned by majority (6 members in favor, 1 absent) vote, at 1:20 p.m. this date.