

East Georgia State College Faculty Senate
Officer Meeting Minutes with Dr. Boehmer

September 7, 2012
9:00 a.m.-10:20 a.m

Type of Meeting: Scheduled monthly meeting

Meeting Facilitator: Dr. Sandra Sharman

- I. Call to order was established by President Sandra Sharman.
- II. Roll call: Those in Attendance at the Officer Meeting included: President Dr. Sandra Sharman, Parliamentarian Dr. Reid Derr, Secretary Jessica Todd, and Interim President of East Georgia State College, Dr. Bob Boehmer.
- III. Agenda

Dr. Boehmer asked the officers to discuss with him any concerns and/or proposals for solutions to problems. Sandra and Reid expressed that at this point the Faculty Senate is just beginning to explore the suggestions and concerns of the faculty members.

Dr. Boehmer expressed his view on policy regarding Faculty and Administration. For instance, he stated that EGSC needs to have a standard policy in a handbook rather than various policies from different sources and departments across campus. Dr. Boehmer gave the example of 3 different policies regarding Academic Exclusion, Learning Support, and Satisfactory Academic Progress and how Financial Aid, Academic Affairs, and Learning Support all have different policies/procedures regarding a student's academic progress. When students receive 3 different responses from different departments, they tend to either take the avenue of least resistance or they give up.

In addition, he discussed his view of how the old Faculty Association worked. He sat in on a Faculty Association meeting in the past with Dr. Black and observed that the Faculty Association would present ideas, and Dr. Black would say "no" or "yes" to the ideas presented to him. However, there was no follow through with the policies in written format (i.e. Handbook), so new people or those not present had no access to the change in policy or procedure.

Dr. Boehmer wants to rectify this issue and change the process of how the Faculty Association and President interact; he wants to ensure that substantive changes can take effect and that everyone will be aware of any changes made in regards to the college's policies and procedures.

Dr. Boehmer's Vision of the Faculty Senate Process:

1. Issues/Proposals will be raised by individual faculty members and sent to the Faculty Senate Committee.
2. The Faculty Senate will review the issue/proposal sent by the Faculty member and then send it to the appropriate committee.
3. The appropriate committee would then review the issue/proposal and formulate a solution to solve the issue.
4. The appropriate committee would then provide Dr. Boehmer with the opportunity to review the proposal and its solution.
5. The Proposal with the solution would come back to the Faculty Senate, and the Senate would decide if the proposal was ready or not (they would look to see that all issues had been addressed).
6. After ensuring that the proposal had the opportunity to have any issues or concerns discussed, the Faculty Senate would then bring the proposal forward for a vote.
7. After the Faculty Senate voted on the issue, the proposal would then go to Dr. Boehmer for approval or disapproval.

Dr. Boehmer's hope is that the proposal will come to him after all interested parties and departments, which have a part in the issue, have had the opportunity to look at all aspects of the issue and have had the opportunity to resolve any problems or conflicts.

Dr. Sharman inquired about how much of the process the Faculty Senate should be involved in. For instance, should the Faculty Senate send the proposal to the other committee via the Committee Chair or should the Faculty Senate meet with the committee in person and present the proposal? Dr. Boehmer suggested sending the proposal to the committee, and if the committee needs or wants more explanation, then they can ask for a presentation by the Faculty Senate. Dr. Boehmer stated that the Faculty Senate's purpose is to vet the proposals. He wants to ensure that there is communication between the various committees: President's Committee, Cabinet, and the Faculty Senate.

Dr. Boehmer suggested that the Faculty Senate pick its top priorities and try to check them off one at a time. The process will take time since there is such a broad range of items and issues.

Dr. Boehmer requested to meet with the Faculty Senate on a regular basis in order to have an avenue to discuss the strategic direction of the college as well as to discuss future development of the college.

Dr. Derr discussed how this new form of communication will be a big change from the previous administration. In the past, Dr. Derr asserted that the college was ruled and regulated via “chain of command.” This process of administration has left a “fear of retribution” among many faculty and staff members. Thus, it may take a while for the open and transparent form of communication that Dr. Boehmer desires with the implementation of the Faculty Senate to take effect.

Dr. Sharman agreed that the Faculty Senate officers would meet with Dr. Boehmer once a month informally.

Dr. Derr expressed that it may be helpful if Dr. Boehmer met with the entire Senate because he felt that they should hear about this change of communication, procedure, and the new type of culture/environment that Dr. Boehmer is establishing via the Faculty Senate.

Faculty Senate Officer Meeting with Dr. Boehmer Adjourned

East Georgia State College Faculty Senate

Meeting Minutes with Dr. Boehmer

September 7, 2012
10:25 a.m.-12:30 pm

Type of Meeting: Scheduled monthly meeting

Meeting Facilitator: Dr. Sandra Sharman

- I. Call to order was established by President Sandra Sharman.
- II. Roll call: President Dr. Sandra Sharman, Parliamentarian Dr. Reid Derr, Secretary Jessica Todd, Dr. Tori Kearns, Dr. Yelena White, Dr. Mina Vora, Walt Mason, and Interim President of East Georgia State College, Dr. Bob Boehmer.
- III. Recap of meeting with Dr. Boehmer and FS officers

Dr. Derr asked Dr. Boehmer to take a few minutes to discuss his idea of open and transparent communication in regards to the Faculty Senate with the entire Senate (as he did earlier with just the officers).

Dr. Boehmer stated that we (he and the officers) discussed issues regarding policies and procedures as well as building mechanisms for better communication. He is concerned that regular meetings are needed in order to communicate updates and information that pertain to the college as well as to discuss issues that he would like feedback on from the faculty (i.e. updates regarding consolidation, budget reduction of 3%).

Dr. Boehmer expressed his desire to foster a culture of communication and receive input from the faculty (so bad decisions do not get made). He would like Faculty to feel free to give him their candid views and opinions; he wants to ensure Faculty that his office door is always open to them and that they should not fear retribution for expressing their ideas or concerns.

Dr. Boehmer walked the Faculty Senate through the Proposal Process (discussed at the officer meeting):

1. Issues/Proposals will be raised by individual faculty members and sent to the Faculty Senate Committee.
2. The Faculty Senate will review the issue/proposal sent by the Faculty member and then send it to the appropriate committee.
3. The appropriate committee would then review the issue/proposal and formulate a solution to solve the issue.
4. The appropriate committee would then provide Dr. Boehmer with the opportunity to review the proposal and its solution.
5. The Proposal with the solution would come back to the Faculty Senate, and the Senate would decide if the proposal was ready or not (they would look to see that all issues had been addressed).
6. After ensuring that the proposal had the opportunity to have any issues or concerns discussed, the Faculty Senate would then bring the proposal forward for a vote.
7. After the Faculty Senate voted on the issue, the proposal would then go to Dr. Boehmer for approval or disapproval.

Dr. Boehmer expressed the need for communication between all committees. The Faculty Senate can look at policies adopted by the Cabinet and address any concerns. They can make a recommendation to the Academic Policy Committee to review it.

Dr. Sharman addressed the Senate and expressed that Dr. Boehmer is trying to make policy clear, concise, and compiled in one central location (i.e. Handbook). She expressed how valuable having policies with substance will be to Faculty, Administration, and the President. Dr. Boehmer asserted that policy provides us with the opportunity to do what we do---educate students!

Dr. Kearns inquired about how open the open communication should be in regards to the Faculty Senate. Dr. Boehmer suggested that the Faculty Senate not burden itself with sending loads of emails, etc... He suggested they just recording meetings, who was present, and the actions taken would be sufficient.

Faculty Senate 10 min. Break—Dr. Boehmer thanked the FS and left.

Meeting Resumed:

Dr. Derr recommended that the Faculty Senate contact Faculty and inform them about meetings, minutes, and D2L access to all content of the meetings.

Dr. Sharman recommended that New Business be tabled due to time limits. The Faculty officers had been present since 9 am and it was 12 noon. Dr. Derr agreed to postpone new business until the October meeting. He suggested that we take 20 minutes to discuss open issues.

IV. Open issues

a) Appointment of faculty member to USG Faculty Council

Bob Marsh was elected unanimously to serve on the USG Faculty Council

b) Discussion of function of FS and other immediate concerns

It was noted that a folder or centralized area on D2L is needed for all faculty to submit proposals. There was a motion to only accept proposals online; the motion was seconded and approved.

Sandra noted that we need to prioritize issues for the next meeting. Dr. Derr suggested putting how to formulate the Faculty Senate's priorities on the agenda for the next meeting (Oct).

Walt suggested that we send Dr. Boehmer a Thank You card for his attendance and being so candid and open with the Faculty Senate. Note: Secretary will send card on behalf of the Senate.

The Faculty Senate agreed to try to have regular 9 am meetings with Dr. Boehmer before the monthly Faculty Senate meetings. Sandra will contact Susan to make the arrangements.

V. Approval of minutes from last meeting

Meeting minutes were approved from August.

VI. Adjournment

There was a motion to adjourn and meet again at our regularly scheduled time.