

# East Georgia State College Faculty Senate

## Meeting Minutes

December 2, 2016

9:00 a.m. GL Smith Conference Room, Swainsboro

Polycom to Conference Room at EGSC, Statesboro (main location)

Type of meeting: Regular meeting

Meeting Facilitator: Dr. Lena White, President

- I. Call to order (9:01 a.m.)
- II. Roll call: Dr. White, Dr. Breana Simmons, Dr. Mason, Ms. Todd –Swainsboro; Mr. Andrews, Mrs. Williams, and Dr. Derr- Statesboro.
- III. Approval of minutes from October 28, 2016 meeting and Adoption of Agenda: There was a motion to accept the minutes. It was seconded. There was a call for discussion. It was noted that in one section a change was needed; the word Bylaws needed to be changed to Statutes. There was also discussion about the 9<sup>th</sup> policy/line #. There was a call to question. There was a motion to approve the minutes pending the change of the word Bylaws to Statutes. The minutes were approved.
- IV. Unfinished Business
  - a. Compliance- It was noted that the timing of Compliance Training is not convenient. The Faculty would prefer Compliance to be conducted during October rather than November due to grading and finals. It was recommended that Compliance Training be split up (i.e. July- FERPA; Driving- anytime). It was noted that in relation to Compliance Training that the Administration did not take into account the faculty/staff workload during the Fall of 2016.
  - b. Tenure & Promotion: Dr. Derr proposed that the Faculty Senate write separate resolutions for Promotion/Compliance. Mr. Andrews and Dr. Derr will write the two resolutions regarding Compliance and Promotion and Tenure dossiers and their due dates. There was a motion for Dr. Derr and Mr. Andrews to write the resolutions for Compliance Training and for the Promotion and Tenure dossier due dates. The motion was seconded and approved.
  - c. Classroom in the Gym: It was noted that the Nursing program is now utilizing the computer lab. There is no class space for PE classes that will hold 30 students in

the gym classroom area because the classroom space is taken by the Nursing program. It was noted that the FS may need to draft a statement to the Deans concerning classrooms and working with the Facilities Coordinator in order to ensure that professors' needs for their classroom and teaching are met. It was suggested that this item be placed on the Agenda for January.

V. Open Issues

a) Updated Statutes- A motion was made to review the updated Statutes and have a special called meeting on Monday, Dec 12<sup>th</sup> to discuss the Statutes. This motion was seconded and approved.

b) New Business

a) Items from APCC

1. Course Name Change and Credit Hours Change- PHED 2011: Foundations of Health and Physical Education- There was a motion to move the order of the Agenda to place this item from #3 to #1. The 1 hr course will be removed and changed to a 3hr course. The course is for the major. There was a motion to approve this change in credit hours; the motion was seconded. There was a call for discussion. It was noted that this course name and # matches with GSU to ensure transferability. The GSU course is worth 3 credit hours and is the same course. There was a call to question. The motion to change the credit hours for PHED 2011 was approved.

2. New Course Proposal-COMM 2001: Communication Arts Portfolio: There was a motion to postpone this proposal until the January meeting when a representative from Humanities can come to present and discuss their proposal. The motion was seconded. There was a call for discussion. There was a motion for the FS to ask someone from Humanities to come present the proposal. The motion to postpone this proposal and to ask a Humanities representative to explain the proposal at the January meeting of the FS was approved.

3. Change in Area F for Communication Arts Curriculum

4. Proctoring of Exams – Best Practices: There was a motion to reject the Proctoring of Exams policy as presented to the FS. The motion was seconded. There was a call for discussion. It was noted that the proposed Policy was too informal. The Policy needs to be more professional. It was noted that a subcommittee including Dee McKinney might be needed to review and revise this document. A motion was made to form a Subcommittee of one person per School along with Dr. McKinney since she is the Director of Teaching and Learning (i.e. Online Learning) and is familiar with the policies regarding the proctoring of exams. This motion was approved.

b) January meeting: On the Dec 12<sup>th</sup> meeting, the FS will discuss the January and future FS meeting dates for the Spring semester.

c) Adjournment: There was a motion to adjourn; it was seconded and approved:  
9:54 am.