



**ARMSTRONG ATLANTIC
STATE UNIVERSITY**
Executive Committee
Minutes of August 9, 2006

Present: Alice Adams, Hassan Aziz, Joyce Bergin, James Brawner, Donna Brooks, Kevin Hampton, Wendy Marshall, Tim McMillan, Thomas Murphy, Erik Nordenhaug, Anne Thompson, Michael Toma, Ellen Whitford

Absent:

Guests: Suzanne Carpenter, Dave Lake, Pamela Mahan, Dick Nordquist, Dennis Murphy

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- I. **Call to Order.** The meeting was called to order at 1:43 p.m. Dr. Ellen Whitford presided.
 - II. **Approval of Minutes.** The minutes of May 1, 2006 were approved as presented.
 - III. **Old Business**
 - A. **Faculty Governance** Suzanne Carpenter

The charge of the Faculty Governance Development Committee (FGDC) was reviewed. Item 1 of the charge – *Examine other senate governance structures in the University System of Georgia and select ideas or concepts that might be suitable and effective for faculty governance at AASU. Solicit input from faculty representatives who use these forms of governance to ascertain efficacy* – has been completed. Dr. Nordquist is developing an executive summary that will be presented to the Executive Committee next month. Pending approval of the summary, the FGDC will start drafting bylaws language.

A handout was distributed showing three 3 models for distribution of senators (see Attachment 1) and the Executive Committee was asked for feedback. Models were based on those used by other University System of Georgia senates, with faculty numbers provided by Phyllis Panhorst.

It was suggested that there should be a senator to represent the part-time faculty members.

It was moved, seconded and approved to proceed with Model B, with the amendment that there be a senator to represent the part-time faculty.

There was discussion of what mechanism there should be for removal of senators for lack of attendance. It was suggested that the removal process should reside at the department level and that senate attendance should be publicized.

There was a question regarding Board of Regents policy regarding the chair of the senate. Board of Regents policy states that the president or his/her designee *may* chair senate. Some institutions have senates chaired by the president or a designee chosen by the president, while at other institutions the designee is a faculty member elected from the senate. The FGDC will meet with President Jones to see what his feelings are on this item.

B. Non-discrimination language follow-upKevin Hampton

The language proposed for the Statutes and Regulations is currently in the approval process. Language changes for the undergraduate catalog are in place. The new language was also included in the Student Handbook in the section under Organizations.

IV. New Business

A. Vista transition issuesAnne Thompson

There was extended discussion of Vista transition issues. Current issues include difficulties for students with dial-up connections; problems logging in; problems with quizzes; dropped packages and modules; incomplete text on quizzes; discussion board problems; and quizzes not transferring from WebCT. There is also a perceived lack of training and support from CIS, although some reported that very few have taken advantage of the training that has been offered.

The Friday Forum will address VISTA and problems associated. A listserv is also being put together to offer a venue for sharing problems and solutions and provide a support network.

B. Updating bylaws regarding committeesJoyce Bergin

At the Executive Committee retreat it was discovered that the Bylaws descriptions of some of the standing committees are outdated due to changes in administrative structure, particularly with the addition of the Office of Student Success. Dr. Bergin wrote proposed changes that would update these

descriptions (see Attachment 2). It was moved, seconded and approved to present these changes to the faculty for a first reading at the September faculty meeting.

C. Special electionPhyllis Panhorst

Due to the retirement of Keith Douglass, a special election needs to be held to fill his College of Arts and Sciences seat on the Executive Committee. After some discussion, it was decided to do this using electronic balloting. Once the nominations are received, Phyllis will send the nominees to the committee for their information. She will arrange for the ballot to go live on August 28 and stay up a week. She will ask CIS for daily tallies of total votes to keep track of voting trends so we will know better in future how many days need to be allocated for elections.

D. Faculty Forums Dick Nordquist

Dr. Nordquist asked liaisons to the standing committees to take handouts their committees regarding First Friday Faculty Forums (see Attachment 3). Standing committees with campus-wide issues that would benefit from faculty discussion/debate are encouraged to contact Dr. Nordquist to schedule a forum.

E. Retention of New Faculty Ellen Whitford

There was discussion at the Academic Council meeting regarding more support for new faculty. It was suggested at that meeting that perhaps Faculty Development should put together some sort of support or mentoring group. Others at the meeting volunteered to chair or serve on a committee that would look into issues of new faculty retention.

Dr. Bergin distributed a handout with some information she got from Phyllis Panhorst regarding faculty, hiring, and attrition. There was one correction to the handout. (See corrected handout, Attachment 4).

Dr. Whitford has asked Dr. Bennett in Institutional Research to get the Delaware Study and to look at who's teaching what in terms of part-time and full-time faculty.

Dr. Bergin distributed a report entitled "Retention, Progression and Graduation Rates Improvement Plan" that was prepared by the Office of Academic Affairs for the Board of Regents. A copy is on file with the official minutes.

It was decided to revisit this item in September. Phyllis will provide a breakdown by department on attrition over the last two years.

V. Announcements. There were no announcements.

VI. Adjournment. The meeting was adjourned at 3:37 p.m.

Respectfully submitted

Phyllis L. Panhorst
Coordinator of Faculty Information

