

Approved Minutes of the Faculty Senate Meeting

September 26, 2017

Meeting called to order at 2:02 PM by President Margaret Gnoinska.

Members Present: Brittney Armstrong, Alberto Arteta, Jennings Byrd, Sherrionda Crawford, George Crowley, Doug Davis, Dianne Eppler, Patrick Faircloth, Trey Fitch, Margaret Gnoinska, Bill Heisler, John Jinright, Kelly Johnson, Rob Kruckeberg, Dabney McKenzie, Charles Mitchell, Paige Paquette, John Roufagalas, Jeff Simpson, Michael Slobodichikoff, Danush Wijekularathna

Members Absent: Gary Manfready (notice), Gina Mariano (notice), Carolyn Russell, Joe Teng

Others Present: Maria Frigge (Associate Dean of International Student Services), Sarah McKenzie (Study Abroad Coordinator)

Opening Comments by Dr. Margaret Gnoinska.

- a. Dr. Gnoinska welcomed Maria Frigge and Sarah McKenzie and emphasized the Senate's desire to cultivate a relationship with international programs.

Guest Speaker Marie Frigge (Associate Dean of International Student Services) spoke to the Senate.

- a. She took over for Darlene Stewart when she retired and works with all international students on campus and with faculty as it concerns international students. She also helps promote numerous events on campus like International Education Week which is the week of November 13-17. She also works to promote international student groups. She notes that she currently needs two faculty advisors for the Indian and Saudi student associations. Advisors primarily offer moral support and occasionally attend events. If anyone is interested or has any questions about international programs or working with international students, they can contact her at lfrigge@troy.edu.

Guest Speaker Sarah McKenzie (Study Abroad Coordinator) spoke to the Senate.

- a. She noted that study abroad programs are of particular importance to the university and her role is to organize study abroad programs. Her office will take the lead to organize the program for faculty who are considering a study abroad trip. Most trips last between 7-21 days but they can go longer. If you have any questions or are considering doing a study abroad trip, contact her at troyabroad@troy.edu.

Committee Reports

V. Executive Committee (Dr. Gnoinska)

- a. Dr. Faircloth is now the Student Appreciation liaison.
- b. Dr. Crowley will now be the Troy Campus liaison.
- c. Noted that everyone should RSVP to her for the Chancellor's Senate Luncheon on October 5.
- d. The Annual Faculty Survey has been sent out to all Troy University faculty members and should take 10-15 minutes. It is completely anonymous.

VI. Committee on Committees (Dr. Paquette)

- a. The Athletic Advisory Committee met August 14th to approve the travel schedule for the various sports. We assure that no sport will miss more than 5 MWF classes, and no more than 3 TTh classes. In addition to approving the schedule, the Athletic Director gave a report and fielded questions on the academic standing of the various teams, as well as the construction of the North End Zone Project.
- b. The Faculty Development Committee met on September 20th. Fall submissions were evaluated and discussed. This year's budget amount has not been announced. Based on last year's budget, a little less than half of the total was awarded. Paper presentation grants continue to account for the bulk of the requests. The FDC monies will help with travel but in some cases, the faculty member may need additional assistance from the department or college. The Faculty Senate Executive Committee submitted a request to allow faculty to submit applications through Echosign. This process should be available for fall submissions. It will allow for signatures and submissions to be completed electronically.
 - a. Dr. Slobodchokoff noted that he does not think there will be the same problems as last year with funding. Less money was spent this fall than last fall and this year's FDC budget is hoped to be \$100,000 versus last year's \$90,000.

VII. Elections Committee (Dr. Kruckeberg)

- a. We are still waiting for CCFA nominations. An email was sent out to department chairs.

VII. Academic Affairs Committee (Dr. Heisler)

- a. There is no new information on students having the ability to waive the right to view faculty letters of recommendation for graduate study.
- b. Dr. Heisler emailed Dr. Cavin about the Canvas syllabus tab and concerns about it—particularly the possibility of just having a link as we had with Blackboard. He got an email response from Dr. Fortune noting that they were trying to establish a consistent

syllabus format for all courses. A meeting will be set up with Dr. Fortune to see what can be done.

- c. Noted that when students withdraw from an online class faculty are asked for students last day of attendance, but students are removed from Canvas. There might be a possibility that these requests can go directly to Ed. Tech.

IX. Faculty Welfare Committee (Dr. Jinright)

- a. No report.

X. Educational Technology Committee (Dr. Arteta)

- a. Dr. Arteta is working with Greg Price on the USB scanner issue.

XI. Ad Hoc Student Appreciation Day Committee (Dr. Wijekularathna)

- a. No report.

XII. Dothan Campus (Dr. Manfready)

- a. No report.

XIII. Global Campus. (Dr. Fitch)

- a. No report.

XIV. Montgomery Campus (Dr. Roufagalas)

- a. There was a town hall meeting on September 18 with Dr. Ingram about the state of the university.

XV. Phenix City Campus (Dr. Crawford)

- a. There was an open house for social work and counseling on September 13.
- b. There will be a tailgating party for the LSU game on September 30.

XVI. Troy Campus (Dr. Faircloth)

- a. No report.

XVII. Old Business

- a. The Annual Faculty Survey is out and will be open until October 2.

XVIII. New Business

- a. New syllabus tab for Canvas
 - a. There has been some frustration that course designers have asked faculty to remove things like course schedules from the syllabus for online classes. Senators were encouraged to email thoughts to Dr. Heisler who would then contact Dr. Fortune with our concerns.
- b. Guidelines for Tenure & Promotion

- a. Dr. Gnoinska brought up concern that there does not seem to be a uniform way of disseminating T&P standards for each college. There are standards in the faculty handbook, but they apply to the entire university and the more specific college requirements may or may not be easily accessible depending upon the college. Dr. Ingram had suggested to Dr. Gnoinska that the appropriate way to deal with this is to talk to each dean directly.
- c. EchoSign for FDC forms
 - a. Dr. Gnoinska approached Dr. Fulmer about using EchoSign for FDC forms rather than hard copies and electronic uploads. Dr. Fulmer seemed supportive of this and may begin this in Fall 2018.
- d. Advisor Training
 - a. One area of concern for the Retention Task Force has been advising. So, a special committee was formed to create online training modules for all those who advise students. My understanding is there is an introductory course and an advanced course. Right now there is a focus group that is completing the training and making suggestions to beneficial ways in which it might be tweaked. The final version of the Advising Course should be around the November time frame for all people who advise. Dr. Ingram said he highly recommends that all of those in advisement roles complete the training. It will help advisors and those working with students during advising do their best jobs possible. Dr. Cavin, the head of the advisement training committee, feels that the introductory course will draw interest from those who are advising and working with students. The idea is that this training will enable everyone who advises to have the same understanding and use the same terminology.
- e. University Relations and Faculty Research
 - a. Matt Clower (Director of University Relations) would like to be made aware of faculty research so that he can publicize it through university public relations mechanism. Faculty and chairs should contact him if they are interested in having their research used by the University Relations department.

Adjourned at 3:27 pm.