

GENERAL FACULTY MEETING

Minutes

Fall Semester, 2014

Tuesday, August 19th

Townsend Center

3:30 p.m.

Approved April 15, 2015

I. Call to Order and Welcome—Dr. Kyle Marrero, President

Dr. Marrero called the meeting to order at 3:35 p.m. and welcomed those present. He said that he would like to make his opening remarks after approval of the minutes.

II. Approval of Minutes

A motion to approve the minutes of April 16, 2014 was seconded and the minutes were approved by unanimous voice vote.

III. Opening Remarks to Faculty—Dr. Kyle Marrero, President

Dr. Marrero highlighted some of the accomplishments of the last year (his first year as president) with the aid of a PowerPoint presentation. He remarked on the following:

- Engage West survey;
- SACSCOC accreditation;
- new Provost;
- initial survey rollouts and action plans;
- record fundraising of \$6.7M, which is \$2.5M better than the old record;
- first-ever LDI (Leadership Development Institute) retreat; go to the Engage West website to see it (<http://www.westga.edu/engagewest/>);
- QEP (Quality Enhancement Plan) development;
- new football coach;
- peers and aspirant institutions identified, and KPIs (Key Performance Indicators);
- new vision, mission, and values statements;
- record enrollment of 12,150, which is a 2% increase; significant increase in graduate admissions;
- record raises awarded of \$2.25M; faculty are at 85% of the CUPA (College and University Professional Association) median and staff are at 84% of pay grades 1-10;
- award-winning faculty, staff, and students.

He commented that all these initiatives lead to success.

Next, Dr. Marrero outlined his goals for this year, which include implementation of the Strategic Plan, focusing on Value, Respect, and Accountability. Senior leadership will receive scorecards posted on the president's website. Much of these are related to RPG (Retention, Progression, Graduation). Performance funding starts next year. UWG has had 2% growth and is one of a handful of institutions in the USG (University System of Georgia) that is growing. Another goal is to get faculty salaries up to 88% of CUPA this year with strategic growth money. Dr. Marrero commented on the regional economic impact of the university. His office will be developing dashboards, benchmarking and setting

goals with respect to peers and aspirants. He will be aligning the budget with the Strategic Plan. There will be unit SMART goal setting, assessment, and continuous improvements. Survey action plans will be implemented. He remarked that we have to do this for SACS compliance, as well as because the president thinks it is important, because UWG was found to be not compliant in five areas. This year will see the next iteration of the Engage West survey. There will be a comprehensive update of our website; currently there are 10K dead pages and links. He commented on the CMS process, which will be a 12-24 month process. A major capital campaign of \$50+M will be launched. A recognition award system will be started. Regarding sustainability initiatives, he announced that Hannes Gerhardt will be the new Director of Sustainability and is being given a course release to help him accomplish the work. Jim Sutherland's scorecard will reflect these and other business and financial initiatives. Next, Dr. Marrero asked Denise Overfield to comment on the progress of the Barrier Team.

Dr. Overfield spoke about the charge that Dr. Marrero gave the Barrier Team and commented that the team consists of members across all divisions of the university and they started their work in March. The team will make recommendations to the president and it does not replace/supplant existing organizational structures and committees. She talked about four initiatives that the team has already worked on:

1. distributing e-tuition dollars sooner;
2. streamlining the 27-step process for hiring new faculty;
3. reporting students with an issue. The Faculty Toolkit was created within the Advising Center website;
4. creating an extended leave replacement pool to cover the duties of faculty or staff absent over 15 days.

They are creating subcommittees as needed. Two have been identified so far, dealing with: 1) inconsistencies of financial deadlines; 2) providing resources for training partners. Please e-mail Dr. Overfield if you have identified any barriers that you want her team to consider.

President Marrero resumed by discussing communication and trust as further goals that he wants to see enhanced this year. Individual leadership skills will also be developed this year. He concluded that he thinks this year will be exciting, frustrating, challenging, and rewarding. The goal is to change the culture so that challenges can lead to excitement and rewards. He reiterated the idea of making UWG the "best place to work, learn, and succeed."

IV. Provost and Vice President for Academic Affairs Remarks—Dr. Micheal Crafton

This is the start of a new academic year with a new Provost and VP for Academic Affairs. Dr. Crafton started his remarks by thanking the president and the search committee ably chaired by Dr. N. Jane McCandless. He spoke about the importance of the president and provost having a compatible partnership. Dr. Crafton's start as provost is a kind of homecoming because he was a faculty member in the English Department for over 20 years. Speaking about permanence and change, he noted that the paradox of homecomings is also reflected in higher education, as we are caught up in this tension. Universities are conservative by nature, but also a driving force for change.

Dr. Crafton said that he will push for the Engage West scorecard series, establishing baselines. He outlined four long term projects:

1. new degree programs;
2. funding for academics;
3. faculty and staff development;

4. lower DFW (D/Fail/Withdraw) rates.

His first year projects include:

1. reorganization of Academic Affairs;
2. increased partnerships;
3. community engagement;
4. enrollment management (primarily with Student Affairs, but including all divisions).

Dr. Crafton mentioned several new areas for initiatives, which resulted in part from looking at some programs that Georgia State University pioneered:

1. dual, adult, and Newnan enrollments;
2. advising; a new tool will be rolled out Sept. 16;
3. LEAP (an initiative stressing liberal arts education);
4. two advisory committees—one for faculty, one for staff, which will be open forums.

Some of his “more and less expensive initiatives” include iPad grants, university professorships, and a Provost Fellows Program modeled after Purdue, in which 5-7 faculty get a taste of administration duties.

V. Go West for A Day—Ms. Nichole Fannin and Ms. Kim Holder

Ms. Fannin and Ms. Holder are co-chairs for this campaign that raises scholarship money for UWG students. Ms. Fannin noted that participation rates are important for external grant applications, and that faculty can earmark their contributions for particular programs. She provided the following statistics:

- 40% of UWG students are first generation college students;
- only 7% receive scholarship funding;
- 60% work to pay their way through school;
- 48% drop out when they lose HOPE funding;
- 613 scholarships were awarded last year.

Ms. Holder shared her personal story and encouraged the faculty to join her in paying it forward. Of the 2013-2014 contributions, \$148,827 was raised by faculty and staff, which was a 67% participation rate. The goal this year is 70% participation. There will be some incentives, like weekly prizes and a reserved parking space. Some important dates:

- Aug. 27 is the kickoff;
- Sept. 17 is a coffee social and a drawing of a reserved parking space among those who contribute a minimum of \$100;
- Oct. 16 is A-Day to Go West.

VI. UWG Ombuds Program—Dr. Bob Schaefer

Dr. Schaefer explained that he is the part-time Ombudsman, and Patricia Pinkard is full-time. The office has existed for five years. It attempts to resolve conflict and it is confidential. See the website at <http://www.westga.edu/ombuds/> for more information.

VII. American Association of University Professors (AAUP)—Dr. Lara Willox

Dr. Willox is the current president of the UWG chapter. She talked about their mission and likened it to National Public Radio; one doesn't have to be a member to benefit from their organization, but the more

members, the more programming they can offer. She encouraged faculty to join through the local chapter, rather than nationally, to be sure that a portion of the dues goes to the local chapter.

VIII. SACSCOC Update—Dr. Cathi Jenks

Dr. Jenks is the liaison for this now. UWG just had an onsite visit which resulted in twelve recommendations; she outlined what those were. She mentioned that there will be three new staff in Institutional Effectiveness to help with assessment: a director of assessment and two assessment coordinators. Dr. Jenks is working on drafting a response to the onsite committee, which will receive a decision in December by the Board of Trustees. Dr. Jenks recognized the hard work of Dr. Jon Anderson in leading the efforts to this point, and the faculty thanked him with a round of applause.

There will be workshops for Strategic Planning, goal writing, etc. in September. Notre Dame Professor Emerita Barbara Walvoord, author of Assessment Clear and Simple: A Practical Guide for Institutions, Departments, and General Education (San Francisco: Jossey-Bass, 2004) will be here on November 13-14. Dr. Jenks reported that the KPI team will have 75 KPIs in draft form on the Engage West website by the end of the week, and an updated list of the peer and aspirant institutions is still being worked on by the KPI Team.

IX. QEP Update—Dr. Debra MacComb

Dr. MacComb reminded the faculty that the goal is to increase the accomplishments since the Quality Enhancement Plan was deemed acceptable. Over the summer, WOLF (affectionately referred to as “WOLFIE”) was implemented. WOLF is Writing OnLine for Freshmen. This initiative covers writing that frosh will take before starting classes in the fall. A subcommittee has been formed on the one unit writing lab. Fifteen faculty will be teaching a beta class in core areas this fall and will become mentors for faculty teaching it later. The English Department adopted a handbook that is accessed through CourseDen. Online access to it is \$35 net to the bookstore for four years of access; the bookstore is selling it at \$42. Please e-mail Dr. MacComb if you want access to it. She added that coming up is a revamping of Area B, Institutional Priorities. It will be coming to Faculty Senate and the Board of Regents. Faculty are invited to join the conversation.

X. Accessibility Services—Dr. Lisa Adams

Dr. Adams is the Director of the Counseling Center and Accessibility Services. She remarked that they are funded to be fully staffed this year, and she introduced them. Dr. Adams went over the basics: students must self-identify and provide documentation, and the AS staff evaluates the documentation and prepares a Student Accommodation Report (SAR). Faculty, please read the e-SAR and speak with a student about their needs. Don't give accommodation without the SAR in hand. If a student needs an SAR, send them to AS. Dr. Adams mentioned that the report will come this year as an electronic PDF document with a watermark. Their office is 123 Row Hall. Call 9-6428 to speak with them, or see their website at <http://westga.edu/accessibility> or e-mail at counseling@westga.edu.

XI. International Services and Programs—Dr. Maria Doyle

Their website has been updated and launched yesterday. Dr. Doyle discussed their mission:

1. study abroad processes;
2. orientation program for international students; also monitoring throughout their academic careers;

3. manage contracts related to international partnerships.

Last year, 196 students went on Study Abroad programs. UWG provided over \$152K in scholarships. Of those that went, 40% had never been abroad before. The top five majors for those studying abroad are:

1. Management;
2. Psychology;
3. Marketing;
4. English;
5. Nursing.

Our largest concentrations of international students are from China, Germany, France, and Nigeria. Dr. Doyle asked faculty to be encouraging of international students and get to know them a little bit. They must be enrolled in 12+ credit hours per semester; this is a Department of Homeland Security rule. Also, they can't take more than one online course per semester. Dr. Doyle mentioned a number of countries with international partnerships.

Please let her know if you want any particular information on the website. There is an information page for faculty and advisors. She would like to hear from globally-engaged faculty. See <http://www.westga.edu/worldexhibit> for our global connections.

XII. Good Librations—Ms. Anne Barnhart

Ms. Barnhart noted that yellow postcards are available in the lobby that provide detail about Good Librations. This Ingram Library program is about faculty development in a social atmosphere. See the website at: <http://libguides.westga.edu/goodlibrations>.

XIII. Closing remarks—Dr. Kyle Marrero, President

Dr. Marrero mentioned the September 19th 5K run. He stated that “we’re in this together” and he is glad to be partnering with Mike [Dr. Crafton]. He encouraged the faculty to be engaged and to be part of our success.

XIV. Adjournment

The meeting adjourned at 5:12 p.m.

Respectfully submitted,
Shelley Rogers
Executive Secretary of the Faculty Senate and General Faculty