



Minutes of the University Libraries Assembly

<http://www.augusta.edu/library/about/library-assembly.php>

September 19, 2017, 1:00 p.m. – 2:00 p.m., LIBR 141

Chair: Weeks

Vice Chair: Davies

Secretary: Stuart

Members Present: Weeks, Stuart, Shipman, Ballance, Logue, Bandy, Hendren, Flynn, Horton, Kubicki, Bustos, Mann, Johnson, Kouame, Seago

Call to Order 1:00pm

1. Approval of Minutes
 - a. Corrected spelling to “personnel”.
2. OLD Business
 - a. Library Assembly Website Updates Discussion (Logue)
 - i. Website has been updated – now includes a central search bar and reorganizing of library services and resources.
 - b. Increasing Professional Development (Johnson)
 - i. The University Libraries faculty development committee, including Weeks, Mears, Bandy, Stuart, and Johnson have been working on a spreadsheet of awards and professional development opportunities including qualification requirements and dates for submission.

University Libraries

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- ii. With the new academic year, the committee members have changed. Johnson is staying on as chair. Verburg and Shipman have agreed to join the committee while Weeks and Stuart are rotating off.
- iii. We will be meeting in the next couple weeks to review spreadsheet to see who is qualified for some of these opportunities. Some of the upcoming opportunities include:
 - 1. Call for Faculty Development Fellows – December
 - 2. Several MLA award nominations due November 1
 - 3. Several grant opportunities from the MLA and awards through ACRL coming up on December 1
- i. The committee will be looking through the requirements and determine eligibility.

3. NEW Business

a. Elections (Weeks)

- i. Positions open for Faculty Development, Faculty Rights and Responsibilities, and University Senate seat.
- ii. The upcoming election winners will take over what is left of the term of the past committee seat holder.

b. University Senate Update (Kouame)

- i. See Appendix I

c. University Committee Updates

- i. Athletics (Stuart):
 - 1. No report.
- ii. Budget, IT, and University Resources (Mann):
 - 1. No report.
- iii. Community Services (Logue):
 - 1. No report.
 - 2. Under review to be disbanded.
- iv. Curriculum and Academic Policies (Johnson):
 - 1. No pending policies.
- v. Faculty Development (Bandy):
 - 1. The committee has met twice August 9th and August 31st.

2. At the August 9th meeting Amanda Barefield was elected chair and Tadd Patton as co-chair. Working with Deborah Richardson the committee's next task will be to send calls for Outstanding Faculty, Richard S Wallace and Louise K. Bell Awards.
 3. During the August 31st meeting, Deborah Richardson focused on the status of an initiative to improve the end-of-course evaluations (EoCEs) in undergraduate courses. Specifically, the aim is to improve responses rates, representativeness of the data and the use of the data for the evaluation of faculty and on the upcoming Faculty Development Day scheduled for Friday, September 8th. 8:30- 2:30 in the JSAC. 3).
 4. The committee was asked to provide feedback to Deborah Richardson on ideas for faculty development funds (stipends, scholarships, etc.) and how this committee see as needs for faculty from instructional designers.
 5. Next meeting is Wednesday, September 27th.
- vi. Faculty Rights and Responsibilities (Logue):
1. As of the Spring 2017 Semester that committee has completed/submitted a review of the bylaws of University Senate, the contract renewal policy, faculty recruitment policy, workforce reduction policy, FRRC Manual, and annual report.
 2. Nai-Cheng Kuo, Todd Powell-Williams, and Shena Gazaway will serve as co-chairs of FRRC in the fall 2017 semester.
 3. Awaiting new tasks by Senate.
 4. Review HR resources including University Employee Manual.
 5. Next meeting time will be scheduled after receiving new tasks from the Senate.
- vii. Governance and Communication (Stuart):
1. Mike Dugan is the new chair of the committee and Chris Sligar is the new secretary.
- viii. Student Affairs (Logue):
1. Gloria Sloan has agreed to serve as co-Chair for the committee. The committee reviewed changes to the Student Code of Conduct, though the committee had no direct voting role in its adoption. The most significant change is that there will be a Conduct Board which will hear both Student Conduct and Sexual Misconduct cases. Faculty, staff, and students can serve on Student Conduct hears, but students are not permitted on Sexual Misconduct cases.
- ix. Faculty Grievance (Johnson):
1. No pending grievances.
- d. Other University Information Related to Faculty

- i. Logue is a member of Student Learning Outcomes committee. Committee is working to complete a rubric on SLOs.
- ii. Weeks will serve on the advisory committee of the Office of Faculty Development and Teaching Excellence. Board has created a third instructional designer position and new model to help with instructional design faculty teaching.
- iii. Great Colleges Survey meeting on October 2, 2017.
- iv. Seago is calling for new ideas for engaging Kathy Browder with the Libraries.
- v. Bustos will be working with accreditation in the Cyber Institute.
- vi. IT will have a new Libraries website for end users to see available resources.

4. Announcements

- a. The new 3D printer has been set up and is now working.
- b. Construction has started in Greenblatt Library.
- c. Marketing Libguide has been updated.
- d. Reese Library has an “And the Humor of It: Shakespeare and the Four Humors” exhibit.
- e. Reese Library will be celebrating Banned Books Week September 25-29, 2017.
- f. October is Archives Month. There will be a food exhibit showcasing food recipes, history, and culture. Digging into the Archives will be held on October 19.
- g. Lights have been changed in Reese Library and dimmers have also been added.
- h. Lyn Dennison is finishing up the annual report.

The next Libraries Assembly meeting is Thursday, November 30, 2017.

Adjournment



University Senate Meeting
August 28, 2017
4:40 – 6:15 pm
ED Commons, GB 1120D

AGENDA ITEMS

Welcome

PRESENTERS

Dr. Wendy J. Turner

Invited Guests/Information Only:

- Student Life Moment Dr. Scott Wallace
 - Scott Wallace is serving as interim Vice President for Enrollment and Student Affairs after Dr. Mark Allen Poisel's departure
 - Work continuing on student conduct policies
 - Additional changes needed according to recent USG policy changes
 - Division of Student Affairs
 - New director of student health
 - New director of financial aid
 - Enrollment
 - Nearly 1500 students attended orientation
 - JSAC
 - Small renovation: new carpeting, painting, and new technology
 - Jaguar Commons: conference area only available for students (2nd floor)
 - Week of Welcome events
 - Numbers are higher and engagement great
 - Counseling services
 - Use has increased
 - Added staff, new psychologists for total of 4
 - MOU with MCG to provide psychologists for counseling services
 -
- Student Misconduct/Title IX Dr. Gina Thurman
 - Board of Regents voted to implement new procedures
 - Two policies are combined into one
 - Streamlined process and moved investigation to student conduct board that hears all conduct cases (sexual or conduct related incidents)
 - Changes to these areas
 - Amnesty for reporting need of medical care for drug/alcohol incidents
 - Access to advisors during investigation
 - Suspension/Expulsion notifications to USG

- Privileged/Confidential Employees

University Senate Business:

Review and Approval of Minutes:

Dr. David Hunt

- Approved

Report of Officers:

- Executive Chair Dr. Brooks Keel
 - Unable to attend meeting
- Vice Chair Dr. Mary Jane Weintraub
 - Bylaws have been reviewed by committee and moving forward with a vote, hopefully in September, please distribute to your faculty at your college level meetings
- Chair Dr. Wendy Turner
 - Charge for new Senators
 - Review of Shared Governance
 - 2017-2018
 - vote on changes to bylaws
 - put together new faculty manual
 - Add senators for school of cyber security
 - strengthen ties between executive committee and senate
 - AU Senate committees
 - If you are chair, please send in committee reports by email on the Friday prior to each Monday Senate meeting to David Hunt and copy Jean Grover

Invited Reports:

Provost

Dr. Gretchen Caughman

- Faculty Census
 - 1121 faculty
- Fall enrollment
 - As of 8/28: 8856 students (284 over last year's count)
 - Official count will be on 10/6 to Board of Regents
- Strategic planning update
 - The committee is in the final stretch with the narrative; final document is expected late October
- Cyber-related activities over the summer
 - July 1, 2017: creation of new school of computer and cyber sciences
 - New faculty and students will count starting January 1
 - National search for a dean
 - Construction has started: foundation already poured
- Actions from BOR meetings

- 2 held meetings and 2 executive
 - May 16
 - Approval for FY18 USG budget: \$8.8 billion
 - AU: \$871 million
 - August 8
 - FY19 budget request approved
 - Includes second seeding request for Science and Math building
 - Project management business for CSM building approved (Leeds?)
 - Appointment of Darrell Brand to distinguished position
 - AU will host a BOR meeting 10/9-10/2018

Vice President for Academic and Faculty Affairs

Dr. Kathy Browder

- Convocation
 - Attendance: 840 freshmen; 212 faculty and staff
 - Class value: collegiality
 - Student feedback on most liked:
 - Interacting with students
 - Interacting with faculty
 - Class photo
- Academic forecast and new program proposals
 - MS Biomolecular Science F2F
 - MS Data Science hybrid
 - MS Biological and Computational Mathematics hybrid
 - MS Epidemiology hybrid
 - BA Health Behavior and Society
 - BS Health Promotion
 - MA Information and Scientific Studies (need to confirm?)
- BS Information Technology concentration in cybersecurity
 - MOU with Ft Gordon
 - Developing a classroom on base to deliver classes, due to open in Oct
 - Start offering classes in January
- INQR 1000
 - Moved from 1st & 2nd year experience to Office of Experiential Learning
- Faculty engagement
 - Communication is high on her priority list
 - How can Dr. Browder engage with faculty/colleges/schools—formal and informal?
- Other Notes
 - Memo from USG last week on changing Move on When Ready back to Dual Enrollment

Past Chair of the University Senate

- Great College Surveys

Dr. Cathy Tugmon

- See attachment for team charter
- 39% response rate
- Core Teams to review survey items and data
 - Three subteams:
 - Faculty Action Team (aiming to start in Sept)
 - Cathy Tugmon
 - Priya Narayanan
 - Jim Grayson
 - Deborah Van Tuyl
 - Penny Noto
 - Staff Action Team
 - Unit Planning Action Team
- The results will be shared soon but the subteams are discussing how to best distribute the results.

Committee Reports

Chairs/Liaisons

Student Affairs: Students Concerns and Complaints Policy (Do not have a copy of this policy)

- This policy is for any complaint from parking to a test grade
- Amendments were brought forward
- Policy was passed

Unfinished Business:

- Attendance Policy Dr. Turner
 - Sent back to the committee for review and editing

New Business:

- None

Other Business as needed:

- None

Announcements:

- None

Open Floor

Adjournment:

Dr. Turner