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| Faculty Affairs Policy Committee (FAPC) Meeting Minutes  Friday, February 7, 2025, at 2:00 PM Location: [Zoom](https://gcsu.zoom.us/my/jmflory) |
| **ITEM** |
| Call to Order: 2:02 PM |
| Approval of Agenda: Unanimously approved at 2:02 PM |
| Approval of FAPC Minutes from January 10, 2025: Unanimously approved at 2:02 PM |
| **Unfinished Business** |
| **Unintended Consequences of** [**SRIS Policy**](https://gcsu.smartcatalogiq.com/policy-manual/policy-manual/academic-affairs/employmentpolicies-procedures-benefits/performance-evaluations-administrators-and-faculty/faculty-performance-evaluation/teaching-effectiveness-assessing/student-opinion-surveys-on-line-process/) **Change**  *Sent to Academic Affairs*: FAPC recommends that faculty who co-teach, supervise labs, and/or teach cross-listed courses to be in touch with departmental admins and David Smith, if necessary, to make sure that their courses are being evaluated correctly. |
| **Teaching Effectiveness Ad Hoc Committee** met 2/7/25 at noon – relevant [SRIS](https://gcsu.smartcatalogiq.com/policy-manual/policy-manual/academic-affairs/employmentpolicies-procedures-benefits/performance-evaluations-administrators-and-faculty/faculty-performance-evaluation/teaching-effectiveness-assessing/student-opinion-surveys-on-line-process/) and [Annual Evaluation](https://gcsu.smartcatalogiq.com/en/policy-manual/policy-manual/academic-affairs/employmentpolicies-procedures-benefits/performance-evaluations-administrators-and-faculty/faculty-performance-evaluation/teaching-effectiveness-assessing/) Policies  Needs assessment survey created by Jim Berger and faculty will complete the form which evaluates teaching effectiveness measures within their Departments. Charge to committee: create a list of alternative methods for evaluating teaching effectiveness (for faculty and evaluators) and place on CTL Faculty course in GaView |
| [**Faculty Compensation Policies**](https://gcsu.smartcatalogiq.com/en/policy-manual/policy-manual/academic-affairs/employmentpolicies-procedures-benefits/)  *Working with Dr. Jarriel and Dr. Muschell in Academic Affairs on the information request below*  Lists of the following with data as indicated   1. [Part-Time Faculty](https://nam11.safelinks.protection.outlook.com/?url=https%3A%2F%2Fgcsu.smartcatalogiq.com%2Fpolicy-manual%2Fpolicy-manual%2Facademic-affairs%2Femploymentpolicies-procedures-benefits%2Fcompensation-faculty%2Fhiring-compensation-part-time-faculty%2F&data=05%7C02%7Cjennifer.flory%40gcsu.edu%7Cc861cd79adcb4979abc308dd30cdb57c%7Cbfd29cfa8e7142e69abc953a6d6f07d6%7C0%7C0%7C638720382253424302%7CUnknown%7CTWFpbGZsb3d8eyJFbXB0eU1hcGkiOnRydWUsIlYiOiIwLjAuMDAwMCIsIlAiOiJXaW4zMiIsIkFOIjoiTWFpbCIsIldUIjoyfQ%3D%3D%7C0%7C%7C%7C&sdata=ypwWDJS9EF9n9Wvri5NofAal%2F88xzsf%2FCy9LMDdnkNU%3D&reserved=0)    1. Name    2. Department    3. College    4. Description of load    5. Salary per credit hour    6. Years of GCSU experience 2. [Program Coordinators](https://nam11.safelinks.protection.outlook.com/?url=https%3A%2F%2Fgcsu.smartcatalogiq.com%2Fpolicy-manual%2Fpolicy-manual%2Facademic-affairs%2Femploymentpolicies-procedures-benefits%2Fcompensation-faculty%2Ffaculty-workload-policy%2F&data=05%7C02%7Cjennifer.flory%40gcsu.edu%7Cc861cd79adcb4979abc308dd30cdb57c%7Cbfd29cfa8e7142e69abc953a6d6f07d6%7C0%7C0%7C638720382253448184%7CUnknown%7CTWFpbGZsb3d8eyJFbXB0eU1hcGkiOnRydWUsIlYiOiIwLjAuMDAwMCIsIlAiOiJXaW4zMiIsIkFOIjoiTWFpbCIsIldUIjoyfQ%3D%3D%7C0%7C%7C%7C&sdata=13pCRRmi%2Fzfj8gteaVNg%2B6lPOeks0OZfcJz9WhrE220%3D&reserved=0), Directors of Centers, etc. (anyone on an MOU) (including historical data for positions that have lost funding)    1. Name    2. Department    3. College    4. Coordination Area    5. Compensation    6. Duties    7. Administrative support    8. Definition of program    9. Definition of coordinator    10. Policies re: compensation vs. counting toward service or double dip 3. [Overload Policies](https://nam11.safelinks.protection.outlook.com/?url=https%3A%2F%2Fgcsu.smartcatalogiq.com%2Fen%2Fpolicy-manual%2Fpolicy-manual%2Facademic-affairs%2Femploymentpolicies-procedures-benefits%2Fcompensation-faculty%2Foverloads-assignment-and-payment%2F&data=05%7C02%7Cjennifer.flory%40gcsu.edu%7Cc861cd79adcb4979abc308dd30cdb57c%7Cbfd29cfa8e7142e69abc953a6d6f07d6%7C0%7C0%7C638720382253463998%7CUnknown%7CTWFpbGZsb3d8eyJFbXB0eU1hcGkiOnRydWUsIlYiOiIwLjAuMDAwMCIsIlAiOiJXaW4zMiIsIkFOIjoiTWFpbCIsIldUIjoyfQ%3D%3D%7C0%7C%7C%7C&sdata=SIX7b6Jp8iQ7M30vlT3zQfLxsKDWok8wR6mTFi12CaE%3D&reserved=0) (by college and department)    1. Salary per credit hour    2. Other compensation    3. Impact on tenure and promotion decisions    4. Policies re: compensation vs. counting toward service or double dip 4. [Summer Semester Teaching Policy](https://gcsu.smartcatalogiq.com/policy-manual/policy-manual/academic-affairs/employmentpolicies-procedures-benefits/faculty-rights-and-responsibilities/summer-semester-teaching-policy/) (by college and department)    1. Formulae for salary    2. Policies on pro-rating salary for underenrolled program required courses |
| [**Professional Leave Policy**](https://gcsu.smartcatalogiq.com/policy-manual/policy-manual/academic-affairs/employmentpolicies-procedures-benefits/faculty-professional-development-opportunities/faculty-professional-leave-program/) ([old form for reference](https://www.gcsu.edu/sites/default/files/documents/2021-07/Professional%20Leave%20at%20GC%20July%202021%20update.pdf), [current application form](https://georgiacollege-bsucw.formstack.com/forms/academic_affairs_professional_leave_of_absence_application))  *Sent to Academic Affairs*: 10 total applications in A&S reviewed by a faculty committee and sent to Provost in priority order. Academic Affairs put together a faculty review committee which put together a rubric and reviewed 11 total applications. FAPC is requesting a copy of the rubric and recommends that standards be reviewed and clarified first, and then the rubric aligned with those, and to be shared when application is requested.  *Is there anything else we would like to pursue?* |
| [**Faculty Attendance at University Ceremonies and Academic Regalia Policy**](https://gcsu.smartcatalogiq.com/en/policy-manual/policy-manual/academic-affairs/employmentpolicies-procedures-benefits/faculty-rights-and-responsibilities/faculty-work-requirements/faculty-attendance-at-university-ceremonies-and-academic-regalia/)  *Sent to Academic Affairs*:  **Occupational health and safety of our faculty at university events**   * *Graduation/Convocation:*    + *Remedy: These problems could be easily remedied by shortening the length of the line-up/ceremony, spacing out chairs during the event, creating a more open space on the mezzanine with chairs for the faculty to congregate prior to the event starting, and hosting the secondary events at the Centennial Center or making these events optional for faculty to attend.*   + *FAPC Feedback: CoB has had people with heat issues including someone collapsing from the heat outside. Another faculty member had issues with standing as long as they had to prior to the ceremony. Maybe need to add seating inside where we need to wait. The chairs are too close together, especially for certain body types. Add more chairs. Clarity with communication in terms of health concerns/accommodations. Availability of alternate arrangements should be clearer.* * *Academic Expo:*    + *Remedy: This event could have been rescheduled, moved online or made hybrid, or ensuring the placement of adequate fans before the event started.* * *Fall Fest/Spring Fest/Summer Orientations:*   + *Remedy: These events could easily be moved inside to protect those who are heat intolerant.*   + *FAPC Feedback: A&S would like to figure something out to get tents for departments who do not have them. What about other colleges?* |
| **New Business** |
| **Workplace accommodations** for psychological and/or developmental disabilities (e.g., severe anxiety, autism, etc.) that fall under the ADA definition of disabilities |
| **Concern regarding faculty load** (Sabrina): credit hours and information on the number of students taught  Change in practices in terms of PALS load for lecturers (combining sections of classes: five classes into four classes, same number of students, same amount of grading). Now not able to so due to “equity.” Issue with available classrooms and times for classes. |
| Tentative agenda for March meeting: Stephanie Jett will join to discuss workplace accommodations |
| **Open Discussion (If any)** |
| New parking policies starting for Fall 2025  The increase of failed searches across campus |
| **Information Items (if any)** |
| None |
| **Next Meeting** |
| Friday March 7, 2025 2:00-3:15pm [Zoom](https://gcsu.zoom.us/my/jmflory): FAPC |
| **Adjournment** |
| Meeting was adjourned at 2:43 PM |

**Teaching Effectiveness Ad Hoc Committee Meeting Notes 2/7/25**

**CALENDAR**

* Friday 28 Feb 2025 3:30-4:45pm Arts & Sciences 272: University Senate
* Friday 7 Mar 2025 2:00-3:15pm [Zoom](https://gcsu.zoom.us/my/jmflory): FAPC
* Friday 28 Mar 2025 3:30-4:45pm Arts & Sciences 272: University Senate

**MEMBER ATTENDANCE** “P” denotes Present, “A” denotes Absent, “R” denotes Regrets

* Jennifer Flory (chair) **P**
* Amy Sumpter (vice chair) **P**
* Chad Whittle (secretary) **P**
* Helen DuPree **P**
* Sabrina Hom **P**
* Frank A. Richardson **A**
* Suzanna Roman-Oliver **P**
* John Marshall Smith **P**
* Winston Tripp **R**
* David Weese **P**
* Chris Clark **R**
* GUESTS: None