

**GEORGIA INSTITUTE OF TECHNOLOGY
SCHEDULED MEETING OF
THE ACADEMIC FACULTY SENATE**

**Tuesday, February 11, 2020, 3:00
Student Center Theater**

MINUTES

1. Provost Rafael Bras opened the meeting at about 3:05 PM.
2. In order to accommodate Professor Craig Tovey's teaching schedule, the Provost asked Prof Tovey, Chair of the Nominations Committee, to provide status on the upcoming election. Prof Tovey stated they are soliciting nominations including self-nominations. He pointed out to the senate members that they are the only individuals eligible to run for election to the Faculty Executive Board when there is a vacancy for their unit representative. He said both curriculum committees need candidates from all of the colleges. He stated why participation in faculty governance is important and asked those attending to reach out to others they know to consider nominations for an election. The Provost added that a university does depend on faculty governance and it is up to us to be responsive; he courage everyone to respond and to communicate with their colleagues.
3. The Provost then shared the following information of interest:
 - a. He announced that Jeanne Balsam has decided she will retire. She says she will play with her grandchildren. He said he wanted to take a moment to recognize Jeanne (claps). The Provost said Jeanne deserves this and a lot more. He has worked with her since he arrived on some challenging issues and she has always found a way to resolve. It is always good to have her as she is always a constant factor in the governance structure who we know is reliable. There will be communications about the search. A committee has been formed to suggest nominations to the President.
 - b. National Academy of Engineering (NAE): We have had four tech faculty elected to NAE. Marilyn Brown, Thomas Kurfess, Susan Margulies, and Alexander Shapiro. There were 83 members selected and we have four of those 83; this is the largest number where we have had this many selected to the National Academy of Engineering. Of those selected, 50% must be from industry so to have four selected is truly an accomplishment for these four individuals.
 - c. Ivan Allen Dean Search: the third finalist is visiting today. The seminar videos for all finalists are available on the Provost's website. The surveys close for all finalists on Thursday. The Provost encouraged all to participate and all opinions are welcomed.
 - d. Library Dean Search: finalists will be announced very soon. This is a very important appointment. He encouraged everyone to participate and attend the seminars and provide comments through the surveys.
 - e. Coronavirus: China and the World Health Organization and concerned about a pandemic of this virus. All direct flights back and forth to mainline China are cancelled. There is a directive from the USG that we support and endorse and enforce that there will be no

travel to China. As a matter of public health. Directive does not restrict other countries, he suggests not going to Hong Kong or Taiwan. As a note of caution, he would encourage those who travel internationally to purchase a travel health insurance. We are all covered by RedPoint as a USG employee traveling internationally. Georgia Tech has cancelled the spring and summer programs to China, including study abroad, internship and spring break programs; individuals impacted are being moved to other programs.

- f. Faculty Athletics Representative (FAR): President Cabrera has named ME Professor Baratunde Cola, as the next FAR. As the FAR, he serves as the liaison between the Institute and the Athletic Association on issues regarding rules compliance activities, NCAA, and activities related to the Atlantic Coast Conference (ACC). This is a part-time administrative position appointed for a term of three years. Prof Cola replaces Charles Isbell, Dean of the College of Computing.
 - g. Digital Credentials Consortium: GT has joined MIT and 10 other international universities as founding members.
 - h. Provost Bras is stepping down about September 1st. The search for his successor will begin soon. The committee has been put in place and they are in the process of hiring a search firm.
4. The Provost asked for the minutes of the November 19, 2019 meeting to be approved. He indicated that the minutes were posted on the faculty governance web site and no additions or corrections had been received. (See **Attachment #1** below for web site reference). **The minutes were approved without dissent.**
 5. The President called on Mr. Greg Phillips, Sr Director Enterprise Resource Planning, to provide updates on the OneUSG Connect transformation. He shared the presentation in **Attachment #2** and stated the OneUSG Connect is a USG system that will bring together all 26 sister institutions into one platform for HR resource management, compensation, and benefits management. This brings tighter controls of policies and standardization; help with efficiencies, also streamline and better organize practices the system enables. Key changes are a new timekeeping system with Kronos time clock being replaced with Kaba clocks; commitment accounting for funding at the position level instead of the employee level; payroll processed by the Shared Services Center; Careers for a new applicant tracking system; Faculty Data Self-Service where faculty will be able to view their rank and tenure data, degree information and certifications; and Manager Self-Service where a manager can see their direct reports and data specific to those employees. Mr. Phillips explained the changes to the 10-month faculty pay; starting in August 2020, annual earnings will be divided equally each month from August through May. OneUSG Connect goes live on Monday, March 23rd. Training will begin March 2nd and offered in a variety of formats; employees will have training with some required training and with additional recommended training. Their website is <https://transformation.gatech.edu/hcm>.
 6. The Provost called on Dr. Chris James, Chair of the Statutes Committee to share recommended changes to the *Faculty Handbook (FH)*. Dr. James used the presentation and request in **Attachments #3**. He said he would be sharing five recommended changes. Four were suggested from the Faculty Executive Board (FEB) and the other from the Vice Provost for Graduate Education and Faculty development. The first four are in Section 2 on Faculty

Governance are Statutes and will require two readings and approvals from the faculty, the other needs only one reading and vote. Today will be the first reading and if approved, the second reading will be at the April meeting.

- a. 2, Faculty Governance: Secretary duties. The request is to add three bullets to the list of duties to reflect additional responsibilities the secretary already performs.
- b. 2.1, Faculty Executive Board: Replacement of Members. There is existing text in the *FH* that details how to handle vacancies on standing committees. On rare occasion there is a vacancy on the FEB, when it happened recently, the same process used for standing committees be used for vacancies on the FEB.
- c. 2.1, Faculty Executive Board: University System of Georgia Faculty Council. There is a process used for the FEB to appoint a representative to the USG Faculty Council. The request is to add the text for this process in the *FH*.
- d. 2.6.1, Faculty Benefits Committee. The current text has membership for the Staff Council and the Retiree representative to be appointed by the FEB. The thought is to have these members designated by the Staff Council and the Silver Jackets.
- e. 3.3.6, Promotion for tenured-track academic faculty. The request by the Vice Provost for Graduate Education and Faculty Development is to bring the language in this section into compliance with the Board of Regents Policies and procedures on early promotions of tenure-track academic faculty. There was discussion to clarify the proposed modified language so a decision was made to take this back to the Statutes Committee and bring it back to the faculty at the April 21st meeting.

Dr. James moved to approve on first reading the first four proposed changes to the Faculty Handbook. The motion was seconded and approved.

7. The Provost asked Prof. Joe Hughes, USG Faculty Council (USGFC) representative and Chair of the Faculty Executive Board (FEB) to seek nominations for the next representative to the USGFC. He used the presentation in **Attachment #4** and said it is time to appoint the next representative. Joe has served four years and prior to him Doug Williams served in the position for six years. He has asked the FEB to appoint a new representative as it is time for him to step down. The USGFC is an advisory body to the USG Chancellor. The individual selected will serve a three-year term beginning July 1, 2020 to represent GT at USGFC meetings, and on committees and email discussions. The representative will communicate relevant issues with faculty and administrators and serves as an ex-officio member of the FEB. The interested individual should have significant experience with academic matters, prior service in faculty governance, and historical knowledge of GT. Prof. Hughes said if you are interested to send a statement of interest to Jeanne Balsam by March 3, 2020; this timing will allow the new representative to attend the April meeting as an observer prior to assuming the responsibilities in July.
8. The Provost then said we will start the approval of committee actions and minutes (**Attachment #5**). He called on Dr. James, Statues Committee Chair. Dr. James said there were no additional actions that had not already been discussed. **He moved for the approval of the three sets of minutes; it was seconded and approved without dissent.**
9. He called on representatives of **Standing Committees of the Academic Faculty** to present minutes and action items requiring approval. In most cases the representatives followed

closely the reports in the committees' files on the faculty governance website noted in [Attachment #6](#) below and so that text was not repeated here. The following provides an outline of the material presented showing the representatives that appeared to make the presentations. Where presenters utilized additional presentation materials, they are noted below and provided as attachments.

Standing Committees of the Academic Faculty:

- a. Institute Graduate Curriculum – Prof. Brandon Dixon, Vice-chair, presented the minutes and action items utilizing the presentation in [Attachment #6a](#).
Minutes: 12/05/19, 01/09/20, 02/06/20.
From 12/05/19: ISYE: new course; BioSci: 5 new courses, degree mod; IntA: new course. **From 01/09/20:** Physics: new course; Computer Sci: new course; ME: new course; ECE: degree mod. **From 02/06/20:** IntA: new degree; Arch: 4 new courses, 5 deactivated courses, degree mod; Mod Lang: 4 new courses, MSE: 1 new course, new embedded certificate; IntA/Econ: 1 new cross-listed course, 1 deactivate course; IntA/Econ/City & Regional Planning: new stand-alone certificate; AE; 2 new courses; IntA/AE: new stand-alone certificate; CHBE: 1 new course.
Prof. Dixon moved for the adoption of the action items, it was seconded and passed. He then moved for the approval of the minutes which were seconded and approved without dissent.
- b. Institute Undergraduate Curriculum – Prof Angus Wilkinson, Chair, presented the minutes and action items utilizing the presentation in [Attachment #6b](#).
Minutes: 12/12/19, 01/07/20, 01/21/20, 02/04/20.
Action items: From 12/12/19: HSOC/LMC/Pub Policy: Minor Mod; BioEng: 2 new courses, degree mod; AE: degree mod; CEE: degree mod; BioSci: degree mod. **From 01/21/20:** BioSci: new course. Modern Lang: 4 new courses. **From 02/04/20:** International Education: Plan updates; EAS: degree mod; ME/MSE: new course; Build Const: reactivate degree program, 4 new courses, deactivate 2 courses, degree mod; Mod Lang: 3 new courses.
Prof Wilkinson moved for the approval of the action items; they were seconded and approved without dissent. He also moved for the approval of the minutes that were seconded and approved.
- c. Student Regulations – Chair, Prof. Jerry Seitzman presented minutes and action items utilizing [Attachment #6c](#).
Minutes: 11/08/19, 12/11/19. No action items.
Prof Seitzman moved for the approval of the minutes that were seconded and approved.
- d. Student Academic & Financial Affairs – Dr. Kate Williams, Vice-chair used [Attachment #6d](#) to present committee minutes.
Minutes 11/07/19, 12/04/19. No action items.
Dr. Williams moved for the approval of the minutes that were seconded and approved without dissent.

- e. Student Activities – Mr. Ameet Doshi, Chair, presented the action items and minutes of the committee using **Attachment #6e**.
Minutes: 01/24/20, 02/07/20.
Action items: Approval of all student activity charters and constitution revisions recommended by the committee as documented in their minutes.
Mr. Doshi moved for the adoption of the action items; this was seconded and approved. He then asked for the adoption of the minutes which was seconded and approved.
- f. Student Computer Ownership – Dr. Emily Weigel, Chair
Minutes: 10/23/19, 02/04/20
Action items: Approve the Student Computer Ownership Guide
Dr. Weigel moved for the approval of the Student Guide; the motion was seconded and approved without dissent. She also moved for the approval of the minutes that were seconded and approved.

10. The Provost asked if there was any other business. He added two announcements.

- Kelly Fox is now here as the Executive Vice President for Administration and Finance and is already very busy.
- BOR approved the naming of the towers in tech square phase 3 plan. There will be three buildings. The naming of the first building has already been approved with a gift from Ernie Scheller to house College of Business graduate programs. BOR approved naming of second building to house ISYE after one graduate George Tower \$50M.
- Hearing no other business, he adjourned the meeting.

The meeting was adjourned at 4:44 pm.

Respectfully submitted,
Jeanne Balsam
Secretary of the Faculty
April 20, 2020

Attachments:

1. [Minutes](#) of the November 19, 2019 meeting of the Faculty, Faculty Senate, and Academic Faculty Senate
2. OneUSG Connect [presentation](#)
3. Faculty Handbook modification [presentation](#) and [request](#)
4. University System of Georgia Faculty Council Representative [request](#)
5. [Annual Reports and Minutes](#) of Faculty Standing Committee
6. [Annual Reports and Minutes](#) of Academic Standing Committees
 - a. IGCC [presentation](#)

- b. IUCC [presentation](#)
- c. Student Regulations [presentation](#)
- d. SAFAC [presentation](#)
- e. Student Activities [presentation](#)