Chairs’ and Directors’ Assembly Meeting Agenda  
March 12th, 2014  
8:30 AM - 10:30 AM  
Leadership Room

In attendance:
Samuel Abaidoo  
J.C. Bradbury  
Meghan Burke  
Becky Casey  
Robin Cheramie (for Mike Maloni)  
Jim Cope  
Joe DeMaio  
Kathryn Epps  
Barbara Gainey  
Dick Gayler  
Ruth Goldfine  
Linda Golian-Lui  
Linda Johnston  
Brett Katzman  
Ron Matson  
Mark Mitchell  
Monica Nandan  
Tommie Nelms  
Alice Pate  
Sharon Pearcey  
Kandice Porter  
Bill Rice  
Susan Grant Robinson (for COTA chairs)  
Susan Kirkpatrick Smith  

Guests:
Lynn Stallings  
Kerwin Swint  
Kevin George, Enrollment Services  
Ken Harmon, Provost and Vice President for Academic Affairs  
Kim West, Associate Vice President  
Val Whittlesey, Associate Vice President for Curriculum

Review/approval of minutes
Tommie Nelms moved that we approve the minutes. Susan Kirkpatrick Smith seconded. The minutes were unanimously approved. Mark noted that if others had minor editorial comments to send them to Lynn.

Mark Mitchell thanked Monica Nandan and Susan Kirkpatrick Smith for agreeing to serve as chair representatives on a committee that will review the Administrative Review Process.

Updates
Provost Ken Harmon
Ken said he would discuss a few topics, then take questions.

- The deadline for USG Ethics Training is April 15th. See email for a reminders.

Part-time faculty:
- Ken is on an USG Subcommittee working to define the course load of part-time faculty. He said that the committee had decided that a reasonable estimate of the amount of time spent out of class for each hour in class is 1.75 to cover preparation time, office hours, and meetings. That means that a part-time faculty member can’t teach 3 three-hour courses in a semester and have less than 20 hours of contact time a week. (Each three credit hour class = 8.25 hours contact time.)
- It’s necessary to keep part-time faculty below 20 hours because of benefits.
- If we don’t have a formula, each part-time faculty member will need to log the time they work. Ken said we really didn’t want to take on that administrative burden..
- Part-timers can’t teach more than 2 three-credit hour classes each semester because six credit hours = 16.5 contact hours.
- Affordable Care Act applies for those working more than 30 hours/week. Half-time is 20 hours/week
Barbara Gainey asked if the number of different course preps mattered. Ken said that doesn’t matter.
Kathryn Epps asked about those doing other assigned duties, such as running programs or serving on part-time faculty council. Ken said that’s where we’ll have to find a way to document the amount of time they work.
That means part-time faculty can work a 2-2 class load.
Ken said that the USG Subcommittee hasn’t specified what the summer teaching load is, but he thinks it will be one course. Ron noted that we limit full-time faculty to 33.3% in summers.
Sharon Pearcey asked about class size, and Ken said that it doesn’t matter.
Susan Kirkpatrick Smith asked what we do about assignments that aren’t weekly or included extra work outside of class. Ken asked if it’s a requirement of the teaching assignment. Susan said that it might be advising or working with student clubs. She said it was about two hours a month. Ken said that would average out to ½ hour/week.
Ron had estimated that a figure for less than half-time would be about 49% * 40 hours/week is 19.6 contact hours per week and what we’re using for half time.
Mark Mitchell asked about labs and said that KSU has been competitive because they are paid 1½ times the number of credit hours. He said that under this new policy he might struggle to hire faculty for labs. Ken said that RACAA realized this would be a concern and that the subcommittee is trying to come up with some charts and standards to cover such situations. Mark said that, under the proposed policy, he’ll have to cut back on the 40 labs he usually offers in fall semesters.
Tommie Nelms said supervision of internships would be related for nursing, social work, and education. Ken said that he hopes for some sort of an exception.
J.C. Bradford asked about allowing part-timers to be benefited when it is cost efficient. Ken said he understood that KSU had tried distributing part-time funding throughout the university and that it had been inefficient so KSU had returned to centralized university fund for part-time faculty.

USG recommendation about full-time, temporary faculty:
- They are going to be limited to two years full-time.
- Ken said that they have recommended we not run a sham search when it’s clear that we know whom we want to hire. Ken noted that KSU doesn’t have a process for such a case yet. He said that Academic Affairs would have to work with the Chief Diversity Officer about what the criteria would be for making an exception and not doing a search.
- Dick Gayler asked about those already serving as temporary. Ken said that the policy would apply this fall and those currently in a full-time, temporary role would be under the policy immediately. Those faculty should be warned.
- Ruth Goldfine asked if those faculty could come back as part-time faculty. Ron said yes.
- Ruth asked if faculty who had worked as full-time, temporary faculty for two years could ever come back for full-time, temporary work. Ken said that he thought so, but that the breaks between terms of employment might be longer.
- Ken reminded us that the goal isn’t to game the system, but advised us to try to find a way to hire someone full time if they’re working full time.

**eCore ([https://ecore.usg.edu](https://ecore.usg.edu))**

- Ken reported on what he has heard about eCore at Regents Administrative Committee on Academic Affairs (RACAA) meetings. He said that a huge issue for the Chancellor right now is the cost of education and eCore is significantly cheaper. Ken noted that neither UGA nor GSU are eCore schools. Many of the students taking eCore classes are students at the University of Georgia. They sign up for courses as transient students.
- Linda Golian-Lui asked whether SPSU is eCore and Ken said yes.
- eCore's affiliate institutions ([https://ecore.usg.edu/about/institutions.php](https://ecore.usg.edu/about/institutions.php)) also offer f2f core classes. The university would also list eCore classes on your schedule.
- Ken thinks that one USG goal is to remove the barrier of having to sign up as a transient when your school isn't an eCore affiliate.
- Ken is sensing pressure for more USG institutions to become eCore affiliates.
- List of eCore courses: [https://ecore.usg.edu/courses/description.php](https://ecore.usg.edu/courses/description.php)
- Mark Mitchell said Gen Chem I and II are eCore. He has concerns about online labs, particularly for Chemistry–related majors. Ken said he understands Mark's concerns and will continue to make those arguments.
- Bill Rice asked if eCore is held to the same SACS requirements for measuring learning outcomes and ensuring eCore courses are comparable to f2f core classes.
- Kerwin Swint asked what appeals to the USG about eCore. Ken said that it's all about cost saving for students. eCore also provides open access textbooks in some courses.
- Alice Pate said that the History Advisory Committee has been looking at the courses eCore courses, HIST 1111 and 2111, and found them to be disappointing. She asked about Retention/Progression/Graduation funding and whether we’re setting students up for failure if these courses don't prepare students to be successful in later courses.
- It was suggested that there’s something of a lowest denominator approach to things like this.
- Ken said it's like the Keystone pipeline in that it may be a choice between alternatives that don’t appeal to us. We may want to become more active in strengthening the eCore curriculum.

**Budget**

- Ken said that KSU’s administration is currently reviewing end-of-year funds and there should be significant end-of-year funds. Much of it will go to building, such as office space build out in new lab building and completing the funding for the fourth floor of Bagwell.
- For the Academic Affairs funding, the deans brought end-of-year requests to Deans Council. He said that Deans Council is working on getting end-of-year funds out to faculty for research funding. Some money will be given to CETL for
faculty development. The rest will be given to the deans with the goal of supporting faculty for research or curriculum development.

- Linda Golan-Lui asked about funding to help the library with research needs, back copies of journals, books, etc. She said that the library isn’t under Academic Affairs, but could support research needs. Ken asked her for any kind of proposal showing how the library would spend additional funding. Ken said that other reserves may open up as the year goes on.

- Ken said that we don’t know what next year’s budget looks like. He said that KSU had had our budget hearing at System Office recently, along with SPSU. Each school presented their proposed budget separately but also attended the budget hearing of the other institution.

- He said that KSU had emphasized how underfunded we are for our size. If we were at comprehensive university level, we’d get $9 million or so more a year. BOR and legislature are working towards those goals. Ken said that our legislators know that too.

- There’s still talk about merit increases, and we’re hoping it comes through. We’re not sure what it will look like if it does.

- Ken said that KSU’s budget office has been looking at some scenarios and is not projecting that we’ll get new funds, which he said would be devastating and mean no new faculty lines again. He said that he’s hoping that some things like formula funding come through and he remains optimistic. He said that our representatives to the PBAC will hear some of those projections.

- HE said that some of us might have received notes from a Coles USG Faculty Council representative sent out notes from Huckabee projecting a 0.75% raise focused on compression and merit. Ken said that he thinks university will be able to add to it. They hope that’s an option. He said that the merit pay raise would apply to staff as well. 1% is a little more than $1 million dollars.

- The amount of raises for USG employees is limited because other state employees aren’t getting raises.

**Consolidation**

- The KSU-SPSU consolidation is proceeding with some understandable angst.

- Ken said that right now Dr. Papp is closely reviewing the proposed organizational structure. Ken feels pretty certain that we will have 13 colleges: KSU’s current 10 colleges, plus Architecture, Engineering, Computing Sciences at other campus. Next steps will including naming deans and VPs, etc. All of those decisions must be approved by Chancellor. Then decisions about where departments go and whether departments are split can be made after that.

- The new university will be a comprehensive university that is moving towards to Doctoral Research University (DRU) Carnegie Classification. Under Carnegie's previous classification system, it’s what was called Research II. Currently we’re categorized as a large, Master’s Colleges and Universities (larger programs) or Master’s L (http://classifications.carnegiefoundation.org.descriptions/basic.php) institution.
Linda Golan-Lui asked for guidance. Her OWG is disagreeing over some of their recommendations. She asked what definition of *consensus* they should use. Ken said that if you can’t reach agreement, the best he can say is take it to the coordinator level and lay out both sides of the argument for decisions higher up.

- Alice Pate said that her faculty had asked about their opportunities to hear and express opinions on curriculum. Ken said that he has talked to Val Whittlesey about possible avenues for information and feedback.
- Ken said that Ron Matson and Val Whittlesey are doing great work.
- He closed by saying thank you to chairs. He said that he has sat where we’re sitting and appreciates the work we do.

**Ad Astra**

*Kim West and Kevin George, Enrollment Services*

Ken West played a brief video titled *15 to Finish Georgia* (http://www.youtube.com/watch?v=LnpEncs9Sgo) that makes the point that students passing 15 hours/semester will graduate on time. It recommends that they meet with advisors and schedule core classes first.

Ken said that Ad Astra will be even more helpful in future semesters. He said that Ad Astra works with Degree Works to make projections and also mentioned a new Ad Astra function that will give us simulated registration information. Kevin explained that the simulation will help with time conflicts or course conflicts.

Kevin George used the attached presentation to review some of the ways Ad Astra can help us. He emphasized that Ad Astra can only make recommendations and may not see the entire context (such as limited faculty or facilities) that also go into scheduling decisions. Kevin said that Ad Astra can use previous semesters’ data to project enrollment, including new students.

Ad Astra has identified courses that might be tweaked for fall 2014. He shared one example showing that MATH 1190 has had over 100% enrollment since Fall 2011. The Department of Mathematics & Statistics worked to increase seats for fall 2014, but still had limited classroom space and couldn’t meet the entire number recommended.

Kim said thank you and that Kevin will be in touch with data that might help us ensure students get seats in the classes they need. Kevin said please contact him if we have questions.

**eCore**

*Jason Huett and Karen Lingrell, University of West Georgia*

Jason Huett (jhuett@westga.edu), eCore Associate Dean, also UWG Associate Dean of Online Development; Christy Talley Smith, Director, eCore Curriculum and Instruction; Reynard Van Tonder, eCore Testing Coordinator

Jim Cope introduced Russ Hunt (SPSU) who is serving on the OWG that is looking at eCore. Jim encouraged the chairs to share our feedback with him.
Jason Huett introduced himself as his presentation was being set up. His presentation is attached.
After the presentation, Jason Huett asked for questions. Brett Katzman asked how success is measured. One of the UWG team talked about completion rates.

Joe DeMaio asked about eCore students success in the following courses. One of the UWG team said that they haven’t measured it. The eCore courses look no different from any other course on a student’s transcript. She said they offer five mathematics classes (MATH 1101, 1111, 1113, 1107, 1190). She said possible difficulties students may not take the next course with eCore and that there also may be a time gap between eCore course and next course.

Bill Rice asked if any research had been done to check whether eCore student was as successful as someone who takes a comparable course on individual campuses. Again, the answer was that that data hasn’t been collected. Students take about 1.5 courses in a fiscal year. Enrollment is higher in the summer.

Jason Huett said that research results show that online courses have no significance from face-to-face courses.

Mark Mitchell asked about Chemistry I and II and the concern that eCore students wouldn’t get a lab experiences with the courses. Jason Huett said he hadn’t had complaints about the courses. USG’s Christy Tally Smith said she could get the UWG Chemistry department chair to talk to Mark.

Susan Kirkpatrick Smith asked about plagiarism and cheating and how it’s reported back to the home institution. If the student is found guilty of academic dishonesty, it is reported back to the home institution.

Lynn Stallings asked for an estimate of how much enrollment in our KSU General Education courses would change if we adopted eCore. The answer was that they didn’t predict very much change. For students on HOPE, taking KSU or eCore courses won’t make a big difference in cost so they may stay with a KSU course. They predicted that it wouldn’t impact most of our students. The UWG team said we should view eCore as a supplement, rather than as supplanting our courses. They also find a number of rising juniors and seniors who haven’t taken core classes yet taking eCore for the convenience.

Kathryn Epps asked about whether eCore had any future plans to offer Area F courses. The response was that there is no current plan because those course are institution-specific.

Christy Tally Smith said eCore always looking for USG faculty to work on these courses.

Complete College Georgia has targeted adult students with some college education who are stuck in poverty and hopes that programs such as eCore can help them get a degree.
Alice asked about tuition dollars. Funding model is transitioning and will change in another year. Jason Huett said that the structure is somewhat convoluted. eCore gets 80% of tuition from institution. USG wants flat rate per course and per student. eCore will bill them and pay back to institution. Currently, 40-40-20. Student billed at eCore rate of $189. KSU retains 20% and pays 80% to eCore, minus any pay to faculty.

Alice Pate asked Jason Huett about what if our faculty teach eCore courses. He said that faculty who teach in eCore sign an MOU (https://ecore.usg.edu/faculty/application.php) that lays out basic expectations. Their course evaluations go to the VPAA at the home institution and can be shared with chairs.

Susan Kirkpatrick Smith asked about eCore instructors who are part-timers. The answer was that the eCore faculty are 5-6% retired USG, 76% are full-time USG, and 19% other part-timer. eCore has to coordinate if those part-timers are also teaching for other USG institutions.

He asked for other questions.

**Liaison Reports**

**Faculty Senate**

After hearing about eCore at the Faculty Senate, Alice has been concerned and wanted eCore to speak to Chairs. Alice is concerned about the low level of the content of these courses. She said that the MOU is frightening because it says that content is controlled by eCore, not by faculty. She said she is also concerned that we’re saying it’s ok to teach the core courses as an overload. She also is concerned that students will take English, history, and mathematics eCore courses in the summer, and our faculty will have fewer opportunities to teach in the summer. She also saw that at her previous institution.

Mark Mitchell pointed out that it’s currently unavailable. If we sign on, these courses are listed in our catalog. He also raised a question about the impact on summer enrollment and the summer revenue that colleges depend on.

Bill Rice said that he shares everyone’s concerns, but wondered if we have a real choice in the matter. Linda Golian-Lui echoed his concern. Monica Nandan asked what implications it has for us if SPSU is already eCore. Alice said that the USG Advisory Committee on Academic Subjects is working on

**Alice concerns:**

- Alice asked for RPG data. She is concerned about students’ success in upper-division courses that may follow eCore course.
- eCore has less faculty interaction. No face-to-face interaction. Faculty required to be online an hour/day. Required to post a certain number of discussions.
- Often students have to pay for proctoring.
- Is the eCore model truly cheaper if KSU students and faculty participating in an eCore course are using KSU technology support? Tutoring? Etc. Brett Katzman said that this is a classic model of a disruptive innovation. He said it becomes harder to
measure which of our resources they are using and the business model of the brick-and-mortar university is threatened.

- Alice asked about shared governance if this program administered out of West Georgia.
- She also said we will lose the chance for face-to-face recruitment into our majors.
- KSU had already rejected eCore when we previously had opportunities to be involved.
- Revenue

Linda Golian-Lui expressed a concern that these eCore college students aren't learning to take responsibility for their learning because the eCore model includes hounding students who aren’t actively engaged in their course.

Dick Gayler saw Faculty Senate presentation at Executive Committee. These are cheaper, but aren’t we just moving the costs towards the brick-and-mortar university.

Lynn Stallings pointed out the shortsightedness of a faculty member choosing to teach an eCore class during a summer semester for $3,600 over a KSU course for 10% of salary.

Someone said that the proctors don’t always have academic qualifications.

Brett Katzman said he is concerned about control over cheating. His biggest issue is about whether they’re measuring success by progression and graduation, rather than learning and taking responsibility.

Monica Nandan argued that this is the direct result of viewing RPG as measure of success, rather than learning outcomes.

Bill Rice asked whether SACS measures of learning outcome are being applied to ECore. Students who have taken eCore are hidden in OwlExpress. Joe DeMaio asked if that was purposeful.

Alice moved that the CDA vote on the following resolution:
Chairs and Directors Assembly recommends that KSU does not adopt eCore at all. Her motion was seconded, and the resolution was approved unanimously.

*Meeting adjourned at 10:45 AM.*
*Respectfully submitted by Lynn Stallings.*