

**GEORGIA INSTITUTE OF TECHNOLOGY
MEETING OF THE FACULTY EXECUTIVE BOARD**

MINUTES

Meeting of June 14, 2016

Held in the Poole Board Room of the Wardlaw Building

Members Present: Balsam (Secretary of the Faculty, GTRI), Briscoe (GTRI-ATAS), Dorsey (Staff Council), Garcia (AE), Grover (Chair, ChBE), Hernandez (Chemistry), Mudrinich (Ugrad VP SGA), Nation (GTRI-ELSYS), Powell (OSP), Riley (Vice-Chair, ECE), Shepler (Chemistry), Simpson (OSP), Williams (USGFC Rep., ECE)

Members Absent: Balch (CoC-IC), Bras (Provost), Clark (CoC-CS), Cottle (Architecture), Cross (EVPR), Feron (AE), Foster (Modern Lang), Hall, Bobby (GTRI-CTISL), Hall, Leslie (Staff Council), Lotempio (GTRI-SEAL), McIntyre (Business), Nukuna (Ugrad Pres SGA), Peterson (President), Pusateri (Staff Council), Schumacher (Psychology), Scripka (Grad Pres SGQ),

Guests: Collard (Assoc Dean Chem & Biochem), Cozzens (Vice-Provost Grad Ed & Fac Dev), Freeman (Chair, Faculty Benefits), Herazy (Asst. Provost), Pikowsky (Registrar), Stone (Dir. Postdoc Serv), Potts (VP Ugrad Ed.)

1. Prof. Martha Grover, Chair, opened the meeting at 3:05 P.M.
2. The Chair called on Vice-Provost Susan Cozzens to remark on matters of interest to the Georgia Tech community.
 - a. The Commission on Creating the Next in Education is hard at work. We are currently in the “discovery” phase of this process, which should complete over the summer, when we will transition into the ideation stage also known as the brainstorming phase.
 - b. We have started an Emerging Leaders program sponsored by the Provost. This is a yearlong program for members of the academic faculty who are interested in developing their leadership skills. Inaugural cohort of 12 being chosen now (50+ applications received).
 - c. We are in the middle of an institutional audit with the National Science Foundation. They are using data analytics during the audit. We have sent 700,000 rows of information and the auditors have sent back 250 questions with specific requests. If any of that hits close to you, please do take that seriously and respond in a timely manner.

Michelle Powell spoke up to make a comment about the NSF audit: We only have a certain amount of time to respond. The audit is beginning during July. Please be responsive to any requests you may receive.

- d. DUO Two Factor Authentication Roll–Out has begun. Academic Units and Non-Academic Units of the Office of the Provost will receive communications over the coming weeks.
 - e. We recently celebrated GT Loraine 25th anniversary (our first and oldest international program). We have had 5800 students that have spent a semester or more at GTL over those 25 years. We have 600 this year. France is the largest country outside US for GT alumni.
 - f. We are building connections with China, as we are in the process of talking about scaling up our involvement in Shenzhen. We are a part of what is called an “Elite International Education Hub” with many partnering universities. We will probably be offering master degrees in ECE, CS, Environmental Engineering, ID, and Analytics.
 - g. The GT Foundation had its meeting this past weekend. They have bought the Biltmore. This is another good anchor in Tech Square. Dr. Bras made a presentation to the GT Foundation Stewardship Committee regarding need-based aid at Georgia Tech.
 - Georgia is one of the top states in the country in providing state government money to students going to college, but none of that is need-based, it is all Hope scholarship money that is merit based. When it comes to need-based funds, we have to use foundation funds.
 - 68 percent of GA residents demonstrate financial need. For these students, 56 percent of need is unmet.
 - 24 percent of non-GA residents demonstrate financial need. For these students, 76% of need is unmet.
 - The percentage of enrolled students at GT who are eligible for the Pell Grant is decreasing over time (currently at 18 percent – lowest in five years, compared to 31 percent at UC-Berkeley)
 - There are a lot of signals that more need-based aid is needed.
3. Prof. Grover directed the Board’s attention to the minutes ([Attachment #1](#)) of their May 10, 2016 meeting. One correction was noted. **A motion to approve was seconded and passed without dissent.**
 4. Prof Grover introduced Reta Pikowsky, Registrar who used [Attachment #2](#) to request FEB approval for the following topics.
 - a. Ms. Pikowsky reminded everyone that she goes to the Faculty Senate in the Fall and Spring to seek approval of the semester graduates, but for the August graduation she comes to the FEB to request approval of the summer graduates. The degree list has been reviewed and approved by the colleges. **A motion to approve the August 2016 degree list was seconded and passed without dissent.**

- b. Undergraduate curriculum committee has a request to have two Center for Career Discovery and Development (C2D2) courses available in the fall. These courses are non-billable, non-credit, placeholders that is used to keep track of students who are in internships. The curriculum committee has approved it and would like to have them on the course list for the fall. **A motion to approve the two courses was made, seconded, and approved.**
- c. Both curriculum committees have approved a reorganization which would combine the Schools of Biology and Applied Physiology to become the School of Biological Sciences. There have been no curriculum changes at this time. They will have to notify the Systems office. **She moved to approve this change to create the new School of Biological Sciences.**
- **Q:** What is the motivation to have these two school combined? **A:** Dr. Collard, Associate Dean of the College of Sciences, stated this has been under discussion for a long time. The School of Applied Physiology has a short history of 12 years. He sighted small unit, resources for faculty, and curriculum as reasons to have this school combined with the School of Biology. Applied Physiology is a small school with ten faculty with no undergraduate curriculum that graduates a few graduate students each year. Combining the two schools makes a lot of sense from the curriculum standpoint. Another reason is to provide a central vision for biological sciences at GT.
 - **Q:** Biological Sciences is a rather expansive title. It seems that it could include about a third of the Chemistry and Biochemistry department and some of BME. Why such an exhaustive title? **A:** It is Biological Science, not Biological Engineering. There are many opportunities for joint appointments. The title was run by the faculty who are in agreement; an alternative was to be the School of Biology and that was deemed to not be appropriate. School Chairs have been in discussion about this and are in agreement.
 - **Q:** Is there a timeframe for this? **A:** Once this is approved at GT, then the BoR is informed of this change. We would like this to be effective July 1st.

The motion was seconded and passed without dissent.

5. Prof Grover called on Prof George Riley, Vice-Chair. He said we have two vacancies on the Curriculum Committees.
- a. Institute Undergraduate Curriculum Committee: Dr. Laura Hollengreen is stepping down, Dr. Jude LeBlanc is willing to complete the term representing the College of Design. **Motion: Appoint Dr. Jude LeBlanc from College of Design to complete the term of Dr. Laura Hollengreen on the IUCC. The motion was seconded and passed.**
- b. Institute Graduate Curriculum Committee: Dr. Ed Omiecinsky is retiring. Dr. Konstantinos Dovrolis is willing to complete the term representing the CoC.

Motion: Appoint Dr. Konstantinos Dovrolis from College of Computing to complete the term of Dr. Omiecinsky on the IGCC. The motion was seconded and passed.

6. Next, the chair called on Prof. Rigoberto Hernandez, Chair of the Task Force on Temporary Faculty to provide a status and recommendations for next steps. The task force was created in order to ask the question of how should temporary faculty be represented in our faculty governance. As written now, postdocs and temporary faculty are not included. There are groups of individuals that fall through the cracks and are not represented. This is an important task that has been laid out. This is an opportunity to address this need.

Prof Hernandez is leaving GT for John Hopkins July 1st; therefore, we need someone to chair this task force. A lot has already been set in motion to move this effort forward. Opportunity to have a leadership role in an important effort.

Q: How do you define temporary faculty? Sometimes postdocs are employed by campus and sometimes they are not. **A:** Britain Fellows and Postdocs are temporary faculty. The Task Force name for Temporary Faculty may be a misnomer as the group is employed faculty who are not otherwise identified for faculty governance.

Q: How large is the committee? **A:** About 7-8 members. But one could ask if we have the correct composition of the committee. Jana Stone mentioned there is a separate advisory committee to which she is the director that was set up separately and now we wonder if they should be combined.

Elena Garcia asked what kind of time commitment? **A:** One meeting a month and some prep time. She is aware of the plight of postdocs and sympathizes with that.

Prof Hernandez wondered if the chair of the committee had to be a member of the FEB or just a member. Dr. Cozzens mentioned that Elena had expressed strong interest in this activity in earlier meetings. Ms. Garcia worried about being chair of a committee that you had not participated in before; she agreed to chair the committee.

7. Prof. Jason Freeman was asked to share information from the Faculty Benefits Committee.
 - a. One of the main things the committee focused on this year was parental leave. We started with idea that we wanted to advocate for separate paid leave program for maternity and paternity; we looked at peer institutions and the USG level and we did not believe it was a winnable task at this time.
 - b. In 2015, 1% of staff on campus took some kind of parental leave. Only 5 faculty did (which is a lot less than 1%).
 - c. It seems like a lot of faculty are not taking advantage of the programs we currently have. This could be for a variety of reasons, including research that makes them feel like they can't, or the tenure clock. In many cases the school chairs or the HR reps are not communicating the correct information.

- d. Misunderstanding between Dr. Cozzen's office and OHR. The committee has worked to create a document to explain the options that are available. This is seen in **Attachment #3**.
 - e. The committee is pleased with the information they have pulled together into the document. Suggestion from FEB to consider having a Town Hall.
 - f. The policies are highly complex and are always changing, which we have found to cause significant misunderstandings between OHR and faculty when it comes to parental leave.
 - g. Dr. Cozzens said the information that the Benefits Committee has gathered is very useful and they plan on sharing this at New Faculty Orientation. They are working to educate school chairs about support for faculty that need medical leave.
8. The chair called on Secretary Jeanne Balsam to tell the Board about the election of the chair and vice-chair officers of the FEB for the next academic year. Ms. Balsam stated that nominees for Chair and Vice-Chair needed to be identified by the first meeting of the next academic year, namely August 23, 2016. She planned to send an email to that effect to all Board members, present and incoming, explaining the opportunity to serve and providing descriptions of duties. Then at the August meeting, nominees would be introduced, and if there were multiple candidates, an email ballot would be sent to continuing and new members to decide those who would serve. She asked any who had an interest in serving in one of these positions to send her an email. Recommendations of nominees were also welcome.
9. Prof. Grover polled committee liaisons for any reports of matters that should come to the Board's attention. The following were significant highlights not covered elsewhere:
- a. **Debbie Dorsey (Staff Council):** They had an Inform GT series in May and the next one is on the health and wellness initiative as well as parking. Dr. Susan Harrington will be one of the speakers which will occur on August 11th from 11:15 AM -12:15 PM in the Clary Theatre.
 - b. **Doug Williams (USGFC rep):** Nothing to report.
 - c. **Nagela Nukuna (Pres, Undergrad SGA):** N/A
 - d. **David Scripka (President, Grad SGA):** N/A
 - e. **Tucker Balch (IGCC):** N/A
 - f. **Erica Briscoe (Stud Grievance and Appeal):** Nothing to report.
 - g. **Russ Clark (Faculty Services):** N/A
 - h. **Mark Cottle (SAFAC):** N/A
 - i. **Paul Foster (Academic Integrity):** N/A

- j. Eric Feron (Student Activities):** N/A
- k. Elena Garcia (liaison to Staff Council):** Staff Council already reported by Debbie Dorsey.
- l. Bobby Hall (Statutes):** N/A
- m. Rigoberto Hernandez (Faculty Honors):** Nothing to report.
- n. Johanna Lotempio (Student Computer Ownership):** N/A
- o. John McIntyre (FSGC):** N/A
- p. Doug Nation (Student Regulations):** Nothing to report.
- q. Michelle Powell (Benefits):** Already heard from Jason Freeman.
- r. Eric Schumacher (Student Honors):** N/A
- s. Carrie Shepler (IUCC):** Nothing to report.
- t. Dana Simpson (Welfare & Security):** Nothing to report.

10. Prof Grover asked if there was any additional business and hearing none adjourned the meeting at about 4:25 pm.

Submitted by Jeanne Balsam, Secretary
July 12, 2016

Attachments

1. [Minutes](#) of the May 10, 2016 Faculty Executive Board meeting.
2. [Curricular matters](#)
3. [Faculty Benefits document](#)