

Georgia Southwestern State University
Americus, Georgia

Minutes of the General Faculty Meeting
Wednesday, April 30, 2008 – 10:00 A.M.
Student Success Center, Room 2417

1. Call to Order

The meeting was called to order by Dr. Gary Kline. A quorum of the faculty was present.

Dr. Kline thanked everyone for the opportunity to preside and for having the honor of serving as president of the Faculty Senate for the 2007-2008 academic year. He announced that Dr. Elizabeth Gurnack will be next year's president of the Faculty Senate. Dr. Kline expressed his appreciation to the Faculty Senate members for their hard work and dedication. The Faculty Senate has tried to set a precedent and demonstrate faculty governance this past year. Appreciation was expressed to Dr. Blanchard for his support for the transition and the new culture of shared governance and mutual respect on our campus.

2. Approval of Minutes of November 30, 2007

A motion was made and seconded to approve the minutes of the November 30, 2007, General Faculty meeting. They were unanimously approved.

3. Remarks by the President

Dr. Blanchard said that he is proud to be a part of this institution and appreciates everyone for all that they do. He is grateful to those who have participated in events that have brought students to campus, to Dr. Tietjen who has taken on the responsibility of Vice President for Academic Affairs, to the Administrative Council, to Dr. Kline for his participation in the Faculty Senate and for the conversion of the legislative body, to Dr. Daniel for the progress of the nursing program, to Dr. Watford, Dr. Peltsverger, Dr. Kooti, and Ms. Purvis for their work with external programs, to all who take work seriously and provide advisement and support to our students, to the Arts and Sciences faculty who worked to enrich cultural life, to the Athletic Department for doing a good job in recruiting athletes, to Rick Birkel and the RCI program, to all those who have served on service committees, and for faculty and staff who worked with student organizations. Dr. Blanchard appreciates the strong support that the faculty and staff have provided for him personally and in making him feel welcome. He thanked everyone for their commitment to their profession and the students.

4. Reports by Committees:

Academic Affairs – No report

Academic Grievances – No report

Athletics – No report

Business and Finance – No report

Faculty Affairs – No report

Graduate Affairs

Dr. Ellington stated that the Graduate Affairs Committee has met three times and we will see the results of the proposals today.

Institutional Research – No report

Institutional Review Board

Dr. Shapiro stated that the IRB has been busy and has received seventeen reviews - eleven from general faculty and staff and six from students. The IRB has updated their webpage. There is one change in focus for the IRB. If human subjects are used for classrooms to illustrate teaching points only and data will not be shared elsewhere, there is no longer a need to seek approval from the IRB. The approval of a contract for the IRB oversight from which money will be used to fund faculty research on campus should be known in July. The last IRB meeting will be May 5, at 2:00 p.m. in the Psychology and Sociology building.

Instructional Technology – No report

Scholarships & Financial Aid

Some scholarships and awards have been given to students this past year.

Student Affairs – No report

University and Alumni Relations - No Report

5. New Business

A. Academic Proposals

A motion was made and seconded to vote on the academic proposals in groups according to the schools. All approved.

(1) College of Arts and Sciences

(a) Dramatic Arts

Substantive Change – Program - Approved by the Faculty Senate
BA in Dramatic Arts **APPROVED**

Revisions in Area F and Major core to include newly created courses, providing for concentrations in Design and Media, as well as performance

(b) Visual Arts

1) Substantive Change – Program - Approved by the Faculty Senate
Minor in Visual Arts **APPROVED**

The deletion of courses in Graphic Design, name change in area from Graphic Design to Digital Media, and addition of new course in Digital media effects changes upon our minor in visual arts that require committee approval.

2) Substantive Change – Program - Approved by the Faculty Senate
BFA in Visual Arts **APPROVED**

The deletion of courses in Graphic Design, name change in area from Graphic Design to Digital Media, and addition of new course in Digital media effects changes upon our BFA program that require committee approval.

- 3) Substantive Change – Program - Approved by the Faculty Senate
BA in Visual Arts **APPROVED**
The deletion of courses in Graphic Design, name change in area from Graphic Design to digital media, and addition of new course in Digital media effects changes upon our BA in visual arts program that require committee approval.

(c) Geology and Physics

- 1) Addition – Other – New Course; Add to Area D – Approved by the Faculty Senate
GEOL 1142 The Geology of Georgia (3 hours credit) **APPROVED**
A new elective course, GEOL 1142 (The Geology of Georgia), is being added to the curriculum. This course will act as a general elective within Area D of the curriculum and would integrate lecture, lab and field work in a three-credit geology course. We are hoping to use this course to identify students that have a strong desire to learn geology – and perhaps become majors.
- 2) Substantive Change – Program – Changes to Geology Minor – Approved by the Faculty Senate
Geology Minor **APPROVED**
We propose to alter the Geology Minor to reflect changes in our BS Degree program: 1) the name change of GEOL 1122 to Earth History and Global Change; (2) the removal of GEOL 3131, GEOL 4311 and GEOL 4411, as these courses will no longer be taught; and 3) the addition of GEOL 3511, GEOL 4421, GEOL 4711, GEOL 4931 and GEOL 4951 to the list of potential elective courses for the minor, as these courses are either new courses and/or required courses in the revised BS program, and as such will be taught on a regular basis.
- 3) Substantive Change – Program – Approved by the Faculty Senate
B.S. in Geology **APPROVED**
We have reorganized the curriculum for the BS in Geology by doing the following: changing the Geology Core by (1) adding GEOL 4931 (Field Methods) to act as a capstone course for our curriculum; (2) removing GEOL 4311 (Sedimentary Petrology) and GEOL 4411 (Stratigraphy) and replacing them with a single course, (3) GEOL 4421 (Sedimentary Geology) to streamline the program. In addition, we have built two options (4) into our program; (A) Traditional Geology and (B) Earth and Environmental Science Education. The new options add flexibility to our program and allow students selecting the second option to be better prepared to become educators through the Teacher Alternative Preparation Program (TAPP).
- 4) Addition – Course – Approved by the Faculty Senate
GEOL 4421 Sedimentary Geology **APPROVED**
A new required course for majors, GEOL 4421 (Sedimentary Geology), is being added to substitute for two required courses that currently cover the same material. The department finds it necessary to do this to address a couple of scheduling problems: 1) a streamlining of students' schedule of courses and 2) adjusting the upper division/introductory load of the faculty member.

(d) History & Political Science

- 1) Substantive Change – Program – Approved by the Faculty Senate
B.A. in History **APPROVED**
Add one hour to the Free Electives requirement (from 6 hours to 7).
Since 59 hours of coursework are required in the major area, that currently leaves the student one hour short of the minimum 120 hours needed to graduate
- 2) Substantive Change – Program – Approved by the Faculty Senate
Revision of the History Minor Curriculum Sheet **APPROVED**

(2) School of Business Administration

Substantive Change – Program – Approved by the Faculty Senate
Bachelor of Business Administration in Human Resource Management
Remove MGNT 3610, Production and Operations Management, from the Major Requirement Area. Replace MGNT 3670, Introduction to Human Resource Management, in the Major Requirement Area **APPROVED**

(3) School of Computing and Mathematics

- a) Substantive Change – Course – Approved by the Faculty Senate
CIS 1000 Computer Applications **APPROVED**
Make the CIS 1000 Computer Applications course a three-hour course instead of two hours.
- b) Substantive Change – Course – Approved by the Faculty Senate
Change Course Name from CSCI 4920 to CSCI 2920 Ethics in the Computing Profession – 1 credit hour **APPROVED**
Change course name from CSCI 4920 Computer Ethics to CSCI 2920 Ethics in the Computing Profession
- c) Addition – Course – Approved by the Faculty Senate
BSIT / CIS 3000 Internet Technologies, 3 hrs **APPROVED**
Add a new course, CIS 3000 Internet Technologies, to the BS IT curriculum
- d) Substantive Change – Program – Approved by the Faculty Senate
Change the BS IT Curriculum **APPROVED**
Change the BS IT curriculum to implement the following alterations: replacement of the CIS 2200 Internet Technologies I (1 hr) and CIS 2200 internet Technologies II (1hr) courses by a new CIS 3000 Internet Technologies (3 hrs) course; moving a course CSCI 2920 Ethics in Comp Profession from the major core area to the area F
- e) Substantive Change – Program – Approved by the Faculty Senate
BS in Information Technology (Multimedia Option) **APPROVED**
Add a new multimedia option to the BS in IT program
- f) Substantive Change – Program – Approved by the Faculty Senate
Create New Option “Professional Writing” for BS (Information Technology) **APPROVED**
Create a Professional Writing option in the BS IT program

- g) Substantive Change – Program - Approved by the Faculty Senate
Change the BS CS Curriculum **APPROVED**
 Add to the BS CS curriculum a new elective course, CIS 3000 Internet Technologies (3hrs), and change a course number (Ethics in Comp Profession) from CSCI 4920 to CSCI 2920
- h) Substantive Change – Other - Certificate - Approved by the Faculty Senate
Certificate in Web Design **APPROVED**
 Revision of the Web Certificate Curriculum

(4) School of Education

- a) Addition – Program – Approved by the Faculty Senate
Education Specialist Program (EDS) in Learning and Leading/30 sh
 The proposed program has a professional core component as well as three tracks: Early Childhood Education, Special Education, and General Content Education. The proposed program will replace all other EdS programs currently offered (ECE and MGE).
APPROVED
- b) Substantive Change – Program – Approved by the Faculty Senate
Specialist in Education in Learning and Leading – 30 semester hours credit (see att) **APPROVED**
 The requirements for admission to the Specialist in Education program are proposed to be changed as follows:
1. Add – Eligibility for Clear Renewable Georgia T-5 teaching certificate
 2. Change – A minimum of 3.00 overall grade point average from the official final transcript(s)
 3. Delete – A minimum score of 408 on the MAT or a minimum score or a total of 900 on the GRE
 4. Change three letters of recommendation to two confidential Administrative Recommendation forms
- c) Substantive Change – Program – Approved by the Faculty Senate
Master of Education in Curriculum and Instruction – 36 semester hours credit (see att) **APPROVED**
 The requirements for admission to the Master of Education program to be changed as follows:
1. Add – Eligibility for Clear, Renewable Georgia T-4 teaching certification
 2. Delete – A minimum score of 402 on the MAT or a minimum score of 350 on each of the Verbal and Quantitative sub – tests with a minimum of 800 on the GRE
 3. Change three letters of recommendation to two confidential Administrative Recommendation forms
 4. Delete – Conditional Admission
- d) Addition – Program – Approved by the Faculty Senate
Master of Education (MEd) in Curriculum and Instruction/36 sh
 The proposed program has a professional core component as well as three tracks: Early Childhood Education, Special Education, and General Content Education. The proposed program will replace all

other MEd programs currently offered: Early Childhood Education, Health and Physical Education, Middle Grades Education, Reading, Secondary Biology, Secondary Chemistry, Secondary English, Secondary History, Secondary Math, Secondary Science, Secondary Social Science, Special Education Behavior Disorders, Special Education Intellectual Disabilities, Special Education Learning Disabilities **APPROVED**

(5) James E. Carter Library

Addition – Course – Approved by the Faculty Senate
LIBR 1101 Foundations of Information Literacy (1 credit hour)

As a new course, Foundations of Information Literacy will provide a 1 hour credit course for the identified need in Area B of the Core Curriculum. The course will emphasize Information Literacy theory and its importance as a lifelong learning skill. The knowledge, analytical skills, and competencies gained through participation in the course will provide students with a basis for academic success in all disciplines. **APPROVED**

(6) School of Nursing

a) Submission for File – Program – BSN Program – Approved by the Faculty Senate **APPROVED**

Renumbering of two courses so that courses flow in the sequential order to demonstrate the order in which a student would take the courses. We are proposing the following: Current NURS 3150 Human Pathophysiology be changed to NURS 3005 Human Pathophysiology and current NURS 3000 Health Promotion be changed to NURS 3050 Health Promotion. The current numbering of these courses is confusing to students and accreditation visitors.

b) Submission for File – Program – BSN Program – Approved by the Faculty Senate **APPROVED**

Change PSYC 2103 to a co-requisite for NURS 2700 Clinical Therapeutics. Currently PSYC 2103 is a pre-requisite.

(7) Graduate Affairs Committee

Substantive Change – Other- Faculty Handbook – Approved by the Faculty Senate **APPROVED**

Change in graduate faculty definition. Graduate faculty are those members of the Corps of Instruction who hold the terminal degree in the teaching discipline or a related discipline or must hold a master's degree in the teaching discipline with a terminal degree in a related discipline. Deletion: have been designated by their peers as being exemplary in the quality of their teaching and scholarship and have been selected to mentor students working on the post-graduate level and supervise graduate research. To be eligible for designation as graduate faculty, a faculty member must ...

Dr. Gurnack asked for someone to explain the proposal. Dr. Ellington explained that someone can be a good teacher but not have a graduate class to teach. A faculty member must have a graduate course to teach to be considered graduate faculty. Dr. Peavy asked if one is not a graduate faculty does it conclude that one cannot serve on a graduate

committee at another institution and the answer was no, you can serve on a graduate committee at another institution.

B. Election of Two Faculty to Serve on USG Core Curriculum Initiative Committee – Remarks by Gary Kline **APPROVED**

Dr. Kline explained that the university system has a core curriculum initiative survey underway for each institution to expand faculty participation and leadership. Campus based committees are requested to be formed at each institution. The committee of five will include the current institutional representative, Dr. Garrison, a representative from the Faculty Senate, which probably will be the 2008-09 president, Dr. Gurnack, two additional elected faculty members, and one who will be identified based on participation in our general education/core curriculum committee or teaching/learning initiatives. There is some opposition from some universities, in particular, from Armstrong State. A website has been established that has all documents linked that relate to the core curriculum initiative. Dr. Gurnack attended a meeting with Dr. Dorothy Leland in which the purpose of the initiative and how it will be utilized was discussed. Dr. Gurnack stated that the initiative was not broken. It has been eleven years since the core curriculum has been evaluated. There is a need to examine the core curriculum to see if it is still relevant. We need to see if what was taught eleven years ago is still valid today. A committee is needed to be used as a tool for communication. Dr. Ellington stated that an evaluation has not been done since the inception of the core curriculum. This is a chance to consider the ramifications. It would behoove us to have a voice and representation. Dr. Johnson commented that part of the motivation is employer dissatisfaction with graduates. Employees are looking for better prepared graduates. Dr. Kline proposed that we find a way to compose a committee for our campus and proceed. The Faculty Senate will choose a representative and the faculty will choose two representatives. A motion was made and seconded with full approval.

C. Mission Statement for Advisement – Approved by the Faculty Senate **APPROVED WITH AMENDMENT**

Dr. Cotter asked if a statement could be included in regard to advisement being viewed as a way of encouraging autonomy and encouraging decision making with the students. A statement also needs to be included stating that the goal is to promote maturity in students.

D. Remarks by Gary Kline - University System of Georgia Faculty Council – Approved by the Faculty Senate **APPROVED**

Dr. Kline attended a meeting at Clayton State in March in regard to the Georgia Faculty Council. Staff and students currently are connected across the university system with thirty-five representatives from each respective area. A resolution is to establish a faculty connection with representatives from each institution encompassing all thirty-five institutions. There are already twenty-five schools enrolled. It would involve the creation of by-laws and direct contact with the chancellor and could be a helpful and effective body. Ms. Siders commented that the staff council meets once or twice a year, usually for two days. It is an opportunity to see what others are doing and to communicate with the chancellor. The Faculty Senate or faculty council at each institution would choose a couple of representatives, one voting member and an ex-officio member. The president of the Faculty Senate would probably be one and a person who served as a member

of the previous Faculty Senate would be the second person due to experience and because committee members change yearly.

E. Faculty Guidelines for Violence – Approved by the Faculty Senate **APPROVED WITH AMENDMENT**

Dr. Johnson asked if expectation is implied for reporting red flags and is there a liability for not reporting red flags. Dr. Simmons reported that the University Threat Assessment Team would be a central gathering place for reporting data; it doesn't mean action will be taken. The team will know of concerns and it will be up to the faculty member to use good judgment as far as reporting red flags. Dr. Ledman commented that we need to have a way to report red flags within boundaries without violating student rights. Ms. Siders said that Human Resources already has a system in place and most of the documentation already exists. Faculty involvement and responsibilities are not currently in place. Ms. Robinson stated that physical spaces are not appropriate. We need to look at ways to have a safer environment such as fixing door locks, etc. Dr. Kline said there will be a review of the counseling services. It is essential that we adopt a violence policy because of vulnerability. Dr. Kuipers said there needs to be some correlation with the student handbook regarding violence. A motion was made by Dr. Johnson and seconded that this matter be temporarily tabled until item F. Annual Training of Employees and Students at GSW was discussed. All approved. After much discussion, a motion was made and seconded to table this matter until training was in place. Dr. McWhorter stated that the perception that we are not doing what we should would be indicated by not addressing this issue. A decision should be made so that we can continue to work on it. Dr. Johnson suggested that a temporary adoption for this proposal be made with the understanding that it needs to be revisited by the faculty periodically. A motion was made and seconded to table this matter. The majority opposed. Dr. Johnson made a motion that we insert "Suggested" in front of the title "Guidelines for Violence Prevention at Georgia Southwestern State University" and specify that it must be revisited by faculty after training. The motion was seconded and approved by the majority.

F. Annual Training of Employees and Students at GSW – Approved by the Faculty Senate **APPROVED WITH AMENDMENT**

A friendly amendment was recommended to change the word "janitor" to "custodian" in the sentence, "This is based on information indicating that a messaging system works more effectively if everyone from resident staff to janitors, on up to the president have instruction and training for coping with emergencies of all types." Several questions were asked as to who would do the training and how it would be implemented. It was suggested that Human Resources, Public Safety, Health Center, and the Psychology Department might be involved with the training. A motion was made and seconded with full approval.

G. Addition to Faculty Handbook - Academic Freedom – Approved by the Faculty Senate **APPROVED**

H. Student's Rights and Responsibilities – Approved by the Faculty Senate **APPROVED**

I. Faculty Handbook Revisions Policy – Approved by the Faculty Senate **APPROVED WITH AMENDMENT**

Ms. Purvis expressed concern about the timeline for revisions in the faculty handbook. The Faculty Senate and Faculty Affairs do not meet regularly in the summer which is the time that the handbook is usually revised to be in place at the beginning of the next academic year in the fall. Concerns were expressed that changes had been made to the faculty handbook without faculty approval. Recommended amendments to the proposed policy were to:

(1) add “and forwarded” after the word “Committee” in the sentence, “Proposed amendments or changes to the Faculty Handbook of Georgia Southwestern State University shall be made by the Faculty Affairs Committee to the Faculty Senate”,

(2) omit the sentence, “If the Faculty Senate approves an amendment by a two-thirds vote of its members, it shall be submitted to the Faculty”, and

(3) change the word “all” to “only” in the sentence, “These guidelines do not apply to the Appendices which shall contain all information, such as calendars and committee assignments, that changes as a matter of course.”

A motion was made and seconded with full approval.

J. Graduate Faculty Applications **APPROVED**
Queen Brown
Karen Turner

6. Announcements

Dr. Ellington announced that there will be a Youth Writing Project in conjunction with the Southwest Georgia Writing Project from June 16-20 for ages 8 – 14. The cost is \$50 per child.

Ms. Weisskopf said that the library is continuing to provide refreshments for everyone during finals.

Dr. Kuipers stated that final reports for teaching circles should be submitted to her by the end of the week and should be submitted to Polly Conger in accounting on Monday.

Dr. Blanchard and Ms. Siders presented service pins to those who have served at five-year junctions in their careers. The following were recognized for their years of service:

5 years
Jennifer Rodkey
Miles Cooper
Paul Shapiro
Michele Smith

10 years
Julia Dorminey
John Kooti
Elizabeth Kuipers
Sherian Hodges
Vera Weisskopf
Bryan Davis

15 years
Bonnie Simmons
Carl Mueller

20 years
Tom Weiland

25 years
Burt Carter

30 years
Lee Ann Dalzell
Laurel Robinson

30+ years
Tom Johnson
Jackie Willis

7. Adjourn

A motion was made and seconded to adjourn. All approved.

Respectfully submitted,

Dawn Knapp
Administrative Assistant
Vice President for Academic Affairs

Approved:

Kendall A. Blanchard
President