

Georgia Southwestern State University
Americus, Georgia

Minutes of the General Faculty Meeting
Friday, April 30, 2010 – 10:00 A.M.
Student Success Center, Room 2417

1. Call to Order

The meeting was called to order by Gary Fisk, president of the Faculty Senate. A quorum of the faculty was present.

2. Approval of Minutes of December 4, 2009

Because the faculty were unable to open the minutes online prior to the meeting, a motion was made by Elizabeth Gurnack and seconded by Peggy Ellington to vote on the minutes of December 4, 2009, by email.

All approved to vote on the minutes of December 4, 2009, by email.

3. Remarks by the President

Dr. Blanchard shared some facts and figures concerning retention and graduation rates from a PowerPoint presentation at his meeting with the Board of Regents. All of the presidents of the universities made a presentation at that meeting. We have an investment in the students and we want them to be successful. GSW rates in the middle regarding retention and graduation. Traditional students rated far better than non-traditional students while learning support students have been retained at a lower rate. There is more likely to be a gap between the retention and graduation rates with the smaller university. We can't offer upper division level courses every semester and we may only have one professor that teaches most of the upper division classes. Therefore, students may take the courses at other institutions. One of the challenges is the percent of freshmen learning support students' lack of academic preparedness (GPA and SAT) as well as with non-traditional students. The percent of Gen 1 low income students has been about 35% in recent years which is well above the national average. The availability of upper division courses, poor advisement and tracking data are factors that can affect retention and graduation rates. Increasing retention and graduation rates is a priority. A president's committee for retention and graduation has been formed and will meet with the president to discuss ways to improve the success rates. Enrollment has increased while the budget has decreased. However, the faculty have had good classroom experiences and have been willing to take larger numbers and more classes. Dr. Blanchard expressed his appreciation for their willingness to get through this year. He is confident that 2012 will be better than 2011 if we can get over this hump. He believes we are still a team and there is still a way to go on the path to success. Construction will begin on the new Health Science building in a few months. Dr. Blanchard wishes the best for the faculty as they begin finals and hopes that their summers will go well.

4. Remarks by the VPAA/Dean of Faculty

Dr. Adler thanked the faculty for their hard work for this semester and the academic year. Many accomplishments have occurred such as the Master of Arts in English degree, work

towards the BS in Criminal Justice degree, work on the BS in Engineering and Technology degree with three other institutions and work on the Instructional Technology Consortium. The School of Education has a record number of students engaged in student teaching for the fall, the School of Nursing has an agreement with Bainbridge College, the CPR in Human Resources Management information is moving on to the Board of Regents, the core curriculum has been completely revised which is mandated by fall 2011 and the 5th Year Report has been submitted to SACS. Students were recognized at the Honors Convocation and the Adult Learners Consortium is making progress with much appreciation to the work of Chuck Huffman who chairs the Prior Learning Assessment Committee. We have taught a larger number of students this year than ever before.

GSW has been without a strategic plan since 2007. We now have combined the goals of GSW and the BOR into one strategic plan. A concept is that a larger strategic committee will be formed after final approval of the mission statement. Core assets could be a very useful exercise in terms of focusing on who we are and where we are going. Goals have been developed to aid in determining where we need to go and to celebrate our accomplishments. The goals should be considered to be a roadmap to our accomplishments. The strategic plan is a necessary skeletal structure in which to hang important items to keep them in sight. Dr. Adler would like affirmation from the faculty for moving forward with the strategic plan. Dr. Adler was in agreement with Dr. Fathi in that the strategic plan should be considered a process in which to continue work and one that has no end. Dr. Fisk stated that the faculty committee will come back to the strategic plan for a vote.

5. Reports by Committees:

Academic Affairs

John Kooti asked the members to stand and be recognized for their hard work. They had 34 proposals this year and everyone involved is to be commended. They have two subcommittees, the Standard Subcommittee and the Advisement Subcommittee which is currently conducting a student satisfactory survey.

Academic Grievances

The committee has had two academic grievances this year.

Athletics

Nellie Iordanova announced that they have met one time at the request of the Athletics Department.

Business and Finance

Sam Peavy reported that the committee has met two times with Mr. Cody King who felt that the amended budget for 2011 should be all right because of the increase in tuition. Construction projects are continuing with the administration building, the science building and one other project. Minutes will be submitted to the Academic Affairs Office.

Faculty Affairs

Faculty Affairs has met and reviewed applications for the President's Excellence in Service award and the Vice President's Excellence in Scholarship award. They had \$10,000 for faculty development grants which was all awarded. There is available \$15,000 from faculty development to be used for stipends for faculty to create online courses. Eleven faculty submitted applications for online courses and all were approved. The committee will continue to discuss and clarify the meaning of tenure track and degrees.

Graduate Affairs

Julia Dorminey said that the Masters of Science in English degree has come to fruition and is on the agenda today.

Institutional Research

Lisa Cooper said the committee has met one time. Bryan Davis discussed the possible format for an assessment day, which has been proposed in the strategic plan. He also shared some results from the adult learner inventory and the institutional self-assessment of adult learning and discussed how to disseminate the results.

Institutional Review Board

Paul Shapiro reported that they have reviewed twelve new proposals of which four were renewals. He reminded everyone that if human subjects are involved, approval needs to be requested from the committee.

Instructional Technology

Stephanie Harvey said that in addition to discussing fees, etc., they have worked with the advisory committee and have collaborated with the OIIT audit.

Scholarships and Financial Aid

Svilen Kostov reported that their committee has met one time this semester and will follow up with some items from last year with some recommendations.

Student Affairs

The Student Affairs Committee solicited nominations for leadership positions for the following student publications: Sirocco, Hurricane Watch, and Sou'Wester. We interviewed candidates and recommended the appointments for the Hurricane Watch director, Sirocco editor and Sou'Wester editor.

University and Alumni Relations

Jeff Waldrop said that the committee has discussed ways to bring alumni to campus. Some ideas include having a homecoming in the fall and having GSW credit cards. Any other ideas or suggestions are welcome.

Vera Weisskopf reminded everyone to send a copy of their minutes to the library.

6. New Business

A. Academic Proposals

(1) Academic Affairs

(a) Requirement – Approved by the Faculty Senate

This proposal is to establish a requirement for freshmen who enter fall semester

and who are on Academic Warning (less than a 1.5 GPA) at the end of fall semester to take a one hour course concentrating on academic skills, such as study skills, test-taking skills, and time management, during the following spring semester. This course will be taught by the First Year Advocate and will have mandatory tutoring as a component.

Lynda Lee Purvis stated that GSW needs to provide more assistance for some students to make the transition from high school to college. This one-hour course will address the needs of those students with less than a 1.5 G.P.A. at the end of their first semester. Questions were asked in regard to freshmen who begin in spring or summer. Ms. Purvis said that the reason for choosing fall is because this is the semester that is used to address cohorts and to measure retention. This course is different from the one that is taught by Linda Jones. John Kooti said that most freshmen students come in the fall and suggested that the requirement be left as is currently stated. Lisa Cooper stated that we had about 30 to 40 new freshmen in the spring, which are mostly enrolled in learning support courses. As a result, most of these students are not on academic warning at the end of their first term. She recommended that to accommodate those students, the language of the requirement could be changed to first-time freshmen who are on academic warning at the end of their first term. Laurel Robinson asked how faculty advisors would know whether or not if their students would need this class. Ms. Purvis said the students and the Registrar's office will be notified. Also, a hold will be put on their record indicating that they need to register for this course. Bryan Davis made a motion to propose a friendly amendment to omit "who enter fall semester and" and change "fall" to "their first" semester. Ms. Purvis accepted the amendment.

All approved with the friendly amendment.

(b) Addition – Course - Approved by the Faculty Senate
Prior Learning Documentation (2 hour credit)

This proposal is for a new course to be listed in Area B. It is not a requirement for any major and does not change existing programs.

Chuck Huffman, Prior Learning Director, said that part of the statewide consortium is to recruit, retain and graduate adult learners. Angela Bryant, Gaye Hayes, Krista Smith, Chuck Wells, Lisa Cooper, Lynda Lee Purvis, Bryan Davis, Leisa Easom, Elizabeth Kuipers, ChuChu Wu, and Tom Wheeler are currently on the committee. New members include Carol Bishop, Cecilia Maldonado, Paul Shapiro, and Mikki Guest. About 23% of the students are non-traditional and that percent is expected to rise. This course will provide for the program and will be a filter for non-traditional students entering for the first time or re-entering and will provide accommodations for them. This course will be restricted to non-traditional students. Elizabeth Kuipers announced that if anyone has students in their classrooms that have had life changing working experiences or learning derived from past working experiences to let Chuck know for the PLS program. The definition of non-traditional students was discussed. Lisa Cooper stated that it is defined by the BOR as a student who is 25 or older when first enrolled. However, it is different and can be multiple definitions if a non-traditional student began and then came back at age 40. We may need to work on the definition for clarity. This class would be excellent for the military.

All approved.

Elizabeth Kuipers made a motion to consider the remaining proposals by department which was seconded by Liz Wilson and approved by all. All approved.

(2) College of Arts and Sciences

(a) English and Modern Languages

Addition – Course - Approved by the Faculty Senate

CHIN 1001 Elementary Chinese I

Elementary Chinese I is for persons with little or no background in Mandarin Chinese, and is designed to introduce the student to the language and culture.

Ms. Purvis stated that it is not necessary to approve this course at the General Faculty meeting because it is an addition. No vote was taken for CHIN 1001 elementary Chinese I.

(b) Dramatic Arts

(1) Substantive Change – Program - Approved by the Faculty Senate BA - Dramatic Arts

Increase concentrations within program to 9 hours:

Shift COMM 3525 Adv Video Production into Communication Concentration

Add THEA 4020 Adv Stage Craft to Design/Tech. Concentration

Shift THEA 4040 Act III Adv. Techniques to Performance Concentration

Change Language requirement to 1002 & 2001

All approved.

(2) Substantive Change – Other (Minor) – Approved by the Faculty Senate Minor – Dramatic Arts

Revise minor to reflect expanded curriculum options of dramatic arts and provide concentrations within minor relative to concentrations in degree program.

All approved.

(3) Addition – Course - Approved by the Faculty Senate ThEA 4020 - Advanced Stagecraft: A study of advanced production practices in theater 3-0-3

This course allows students to study the advanced tools, materials and production practices involved in the creation of the technical aspects of a theatrical production. Areas covered may include but are not limited to CAD, computer lighting programs, digital media, sound for the theater (theory and practice), working with plastics, fabrics and metals.

All approved.

(c) History and Political Science

Substantive Change – Program - Approved by the Faculty Senate
Political Science Minor

The Political Science Minor will be changed to require one American political institutions/process course and one less political science elective. Course selections will also be updated to reflect the courses that are currently taught or will be likely to be taught in the future.

All approved.

(d) Music

(1) Addition – Other (New Course; Add to Area B) - Approved by the Faculty Senate

MUSC 1150 - The History of Rock and Roll (3 Credit Course)

The History of Rock and Roll is an in-depth study of the origins of popular music in the 20th century and the social and historical context that gave birth to it and related genres and musical offshoots. From blues and country to punk and heavy metal, students will familiarize themselves with landmark groups, music, and movements of different periods, exploring connections between modern music and the artists from the past who have paved the way for the popular music of today.

All approved.

(2) Addition – Other (New Course; Add to Area B) - Approved by the Faculty Senate

MUSC 2020 – Music in Film (3 Credit Course)

Music in Film is an introduction to the history and aesthetics of music written for Hollywood films. The course will explore the sociology, philosophy, psychology, and technique of film music. Students will review the elements of musical style, with particular emphasis on their relation to the dramatic aspects of film, and explore critical analysis of the use of music in various American film genres.

All approved.

(3) Addition – Other (New Course) - Approved by the Faculty Senate

MUSC 3190 – Music History: American Music (2 Credit Course)

American Music is a course designed to study the development of music in the United States. The focus will be on both the vernacular traditions including hymn singing, country music, jazz, blues, big band, and rock, as well as the cultivated traditions of Art music from William Billings to John Cage.

All approved.

(e) Psychology and Sociology

Substantive Change - Program- Approved by the Faculty Senate
BS in Sociology, Area F

We are proposing a minor alteration to Area F. Currently Sociology majors are required to take Introduction to Anthropology (ANTH 1102). This proposal would now require Sociology majors to take EITHER Introduction to Anthropology (ANTH 1102) OR Social Problems (SOC1 1160).

All approved.

(3) School of Business Administration

Substantive Change - Approved by the Faculty Senate BBA in Management with a Concentration in PGM

This proposal intends to reduce the number of hours required for the BBA degree in Management with a concentration in PGM from 127 to 120 semester credit hours. This change is required to satisfy SACS and BOR requirements.

John Kooti stated that this proposal will make the required credit hours the same as any other BA program.

All approved.

(4) School of Computing and Mathematics

(a) Department of Computer Science

(1) Addition – Course – Approved by the Faculty Senate **CIS 4310 Information System Project Management**

This proposal is for adding a new course in B.S. Information Technology program.

All approved.

(2) Substantive Change – Program - Approved by the Faculty Senate **Changes in the BS (IT) curriculum to replace existing course with newly approved course**

This proposal is to remove the existing course CIS 4300 System Analysis and Design II from BS IT curriculum and to add a newly approved course CIS 4310 Information System Project Management.

All approved.

(3) Substantive Change – Program - Approved by the Faculty Senate **Changes in the BS (CS) Curriculum**

Move “CIS 3000 Internet Technology” and “CIS 4200 Computer Security” courses in the “Major elective” group to the “Major Required” Group and add “CIS 4310 IS Project Management” course in the “Major Elective” group.

All approved.

(5) School of Education

Substantive Change – Program - Approved by the Faculty Senate
Middle Grades Education Program

Recommend changing the current GPA requirement for Middle Grade Candidates to a 2.6 Content Area GPA in order to be eligible to student teach.

Lettie Watford stated that this should be “2.5 Content Area” instead of “2.6.” It is correct on the proposal.

All approved.

B. Graduate Affairs

(1) Academic Proposals

(a) School of Computing and Mathematics

Submission for File – Program - Approved by Faculty Senate

Admission requirements for prospective students with prior master degree

To add a clause in admission requirements: “Students with prior master degree will be evaluated based on the minimum required graduate GPA only.”

No vote was needed since this is a submission for file only.

(b) School of Education

Deletion – Course - Approved by Faculty Senate

Master of Education in Curriculum and Instruction – deletion of EDUC 7600 – Tech and Lrng

The School of Education Graduate Committee recommends the deletion of EDUC 7600 – Technology and Learning from the MEd Program. The deletion is recommended because the course content has been very similar to another course, EDEC/EDSP/EDGC 7520 – Instructional Strategies.

All approved.

(2) Applications for Graduate Faculty Membership

Leisa R. Easom

Brian P. Heshizer

S. Bola Tilghman

Elizabeth Kuipers made a motion to consider all of the graduate applications together and Ray Mannila seconded which was approved by all.

All approved.

C. Updated Mission Statement - Approved by Faculty Senate

Georgia Southwestern State University cultivates excellence in learning and teaching that encourages intellectual, personal, and social growth for students, faculty, staff, and the community. Georgia Southwestern State University is a comprehensive state university within the University System of Georgia that offers a full range of bachelor degree programs,

along with selected master's and specialist degree programs.

Bryan Davis explained that the reason for revising the mission statement is that after the SACS meeting in December, he learned that SACS wanted a statement in terms of what degrees are granted.

All approved.

D. USG Core Curriculum Policy Changes - Approved by Faculty Senate

Jeff Waldrop recognized the following faculty involved who spent hours on this directive: Angela Wilson, Peg Ellington, Boris Peltsverger, Alexander Yemelyanov, Chuck Wells, Dongwen Qi, Julie Megginson, Gabriele Stauf, Mary Anderson, Chuck Huffman, John Stroyls, Ru Story-Huffman, Richard Hall, Bryan Davis, Paul Shapiro, Genie Bryan, Brian Smith, Ellen Cotter, Stephanie Harvey, Burt Carter, Krista Smith, Lynda Lee Purvis, Mildred Lapeza, Cecelia Maldonado, Arvind Shah and John Kooti. They were required to review the core, produce one student learning outcome in each area and complete a conceptual overlay plan. A rubric will be posted on the Arts and Sciences website. They are also required to assess the core. The one new course for Area B and the change to Area D will go through the normal process of proposal to the Academic Affairs Committee in the fall. Students are required to take a sequential course rather than dividing into separate fields in science study. Dr. Waldrop thanked everyone who took part in the study which is only the first step. A friendly amendment to delete the word "to" under Level I, Synthesize, from the Critical Thinking Rubric was suggested. The amendment was accepted by Dr. Waldrop.

All approved.

E. FERPA Policy Proposal – Approved by Faculty Senate

Gary Fisk reported that this proposal was brought about as a result of the OIIT audit which requires us to have a policy in writing in regard to how long to keep records, how to store, etc. They would like to bring all of the policies into one document and include it in the Faculty Handbook. OIIT is working on technology to securely store information as well. The standard for grades is that they must be encrypted. The new technology will be encrypted. There is free encrypted software available through GAView which is an approved system. Questions about the security being a faculty issue, taking grades home and blue book grades were asked. Dr. Fisk said that according to BOR policy, blue book grades should be shredded after one semester. Burt Carter asked how could comparisons be made up to three years ago if blue books are shredded. It was suggested that social security numbers and names could be removed. Stephanie Harvey stated that this policy is a best practices document and there will always be exceptions. Dr. Fisk said the policies will probably need to be changed periodically and revised. We must have a record policy in place by fall 2010 for the OIIT audit. Ms. Purvis said that some of these are mandated guidelines from the USG policy. Peggy Ellington suggested that we table this proposal until August when the software is in place. Dr. Fisk restated that the vote today is whether to include this information in the Faculty Handbook. Dr. Ellington made a motion to table this proposal and Gabriele Stauf seconded.

All approved.

F. Disruptive Student Protocol – Approved by Faculty Senate

Dr. Fisk announced that there have been a few incidents on campus both verbal and physical that have been reported by Sam Miller. These guidelines are not about how to predict; problems are already present.

All approved.

G. Revisions to Academic Proposal Form – Approved by Faculty Senate

Dr. Fisk said there is currently one form with multiple functions. The proposal is to change the one form to individual forms. The vote is on the process and not the forms themselves.

All approved.

H. Strategic Plan

The strategic plan was brought to a vote from the previous presentation by Dr. Adler. Laurel Robinson made a motion to approve and Ray Mannila seconded. It was suggested by several faculty to spell out all abbreviations in which Dr. Adler agreed to do.

All approved.

7. Announcements

Peggy Ellington announced that Elena Odio is retiring.

Dr. Blanchard announced that LaVerne Worthy is the recipient of the Featured Public Servant award and invited everyone to her reception at 11:00 a.m. on May 4, in the Rotunda of the Administration building to celebrate.

Jeff Waldrop said that on behalf of Elizabeth Gurnack, he wanted to thank everyone that taught the honors program this year and those who served on the honors committee. An honor code has been adopted. The members will meet on Monday in the private dining room; members may bring a guest and invite a faculty member. The website will be upgraded and there are changes in requirements. Articulation agreements with Georgia Perimeter College and Gordon College have been signed. There are many changes that will come about.

Peggy Ellington thanked the faculty in the Department of English and Modern Languages for taking on extra students and for teaching additional classes in which some taught up to six courses. She also thanked them for making the Master of Science in English degree a success.

Ray Mannila invited everyone to attend the play, *Murder in the Wings* by the Sumter Players, next week at the Rylander Theater.

Lynda Lee Purvis invited everyone to the graduation breakfast on Saturday, May 8, at 8:30 a.m. and to the ceremony at 11:00 a.m. Also, Dawn Knapp is retiring on June 30, 2010, and she will

be missed.

Lettie Watford announced that Judy Spann is retiring June 30, 2010, and her service is much appreciated.

8. Adjourn

The meeting was adjourned.

Respectfully submitted,

Approved:

Dawn Knapp
Administrative Assistant
Vice President for Academic Affairs

Kendall A. Blanchard
President