

# Memorandum

**To:** General Faculty

**Date:** January 21, 2015

**Regarding:** Agenda, Faculty Senate Meeting, January 23 at 3:00 p.m., TLC 1-203

The agenda for the January 23, 2015 Faculty Senate meeting will be as follows:

1. Call to order
2. Roll call
3. Approval of minutes of December 5 (see [Addendum I](#))
4. Committee reports

**Committee I: Undergraduate Programs Committee (Julia Farmer, Chair)**

**Action Items** (see [Addendum II](#)):

- A) College of Arts and Humanities
  - 1) Department of History
    - a) Course: HIST 3319 The Making of Modern Africa, 1820-Present  
Request: Add
  - 2) Department of English
    - a) Course: ENGL 4155 Twentieth-Century British Literature  
Request: Delete
    - b) Course: ENGL 4130 Eighteenth Century British Literature  
Request: Delete
    - c) Course: ENGL 4135 British Romanticism  
Request: Delete
    - d) Course: ENGL 4110 Medieval Literature  
Request: Delete
    - e) Course: ENGL 4115 Renaissance Literature  
Request: Delete
    - f) Course: ENGL 4120 Seventeenth-Century British Literature  
Request: Delete
    - g) Course: ENGL 4145 Victorian Literature  
Request: Delete
    - h) Course: ENGL 4125 Colonial and Early American Literature  
Request: Delete

- i) Course: ENGL 4140 American Romanticism  
Request: Delete
  - j) Course: ENGL 4150 American Realism and Naturalism  
Request: Delete
  - k) Course: ENGL 4160 Twentieth-Century American Literature  
Request: Delete
  - l) Course: ENGL 4165 Contemporary British and American Literature  
Request: Delete
  - m) Course: ENGL 4000 Studies in British Literature I  
Request: Add
  - n) Course: ENGL 4002 Studies in British Literature II  
Request: Add
  - o) Course: ENGL 4003 Studies in American Literature I  
Request: Add
  - p) Course: ENGL 4005 Studies in American Literature II  
Request: Add
  - q) Course: ENGL 4188 Studies in Individual Authors  
Request: Modify
  - r) Program: BA with a Major in English  
Request: Modify
- B) Richards College of Business
- 1) Department of Economics
    - a) Program: Data Analytics Certificate  
Request: Add
- C) College of Education
- 1) Department of Leadership and Instruction
    - a) Course: PWLA 1661 Outdoor Recreation  
Request: Add
    - b) Course: PWLA 1679 Body Boot Camp  
Request: Add
    - c) Course: PWLA 1688 Mat Pilates  
Request: Add
    - d) Course: PWLA 1689 Yoga: Intermediate  
Request: Add

- D) College of Social Sciences
  - 1) Department of Anthropology
    - a) Course: ANTH 4204 Ice Age Peoples of North America  
Request: Add
    - b) Program: Bachelor of Science in Anthropology  
Request: Modify
  - 2) Department of Criminology
    - a) Program: Bachelor of Science in Criminology  
Request: Modify
- E) The Undergraduate Programs Committee endorses the addition of the QEP Learning Outcome "Adapt written communication to specific purposes and audiences" to Areas C, D, and E of the core.

**Committee II: Graduate Programs Committee (Susan Welch, Chair)**

**Action Items** (see [Addendum III](#)):

- A) College of Education
  - 1) Leadership and Instruction
    - a) Course: SEED 7560 Contemporary Issues in Secondary Education  
Request: Add
    - b) Course: EDLE 8305 Residency Course: Effective Management to Promote Student Learning  
Request: Add
    - c) Program: Master of Education with a Major in Secondary Education  
Request: Modify
- B) College of Science and Mathematics
  - 1) Mathematics Department
    - a) Program: Master of Science with a Major in Mathematics  
Request: Modify

**Committee VI: Strategic Planning Committee (Nadya Williams, Chair)**

**Action Item:**

- A) Vote on QEP Learning Outcome to be added for Areas C, D, and E of the core: "Adapt written communication to specific purposes and audiences."

**Information Item:**

- A) QEP information update

**Committee XIII: Rules Committee (Patrick Erben, Chair)**

**Action Item** (see [Addendum IV](#)):

A) Changes to Policies and Procedures of the University of West Georgia, Section 2: Faculty Senate Organization

5. Old business
6. New business
7. Announcements
8. Adjournment

# **Addendum I**

**University of West Georgia  
Faculty Senate Meeting  
Draft Minutes**

**December 5, 2014**

1. Call to order: the meeting convened in room 1-203 of the Technology-enhanced Learning Center and was called to order by Elizabeth Kramer, Chair, at 3:01 p.m.

2. Roll Call

*Present*

Basu-Dutt, Boldt, Butler, Yvonne Fuentes (substituting for Connell), DeFoor, DeSilva, Elman, Erben, Farmer, Farran, Geisler, Gerhardt, Griffith, L. Haynes, C. Johnson, Keim, Kilpatrick, Lopez, McCord, Erin Dixon (substituting for McGuire), McKendry-Smith, L. Miller, Mindrila, Neely, Dianne Hoff (substituting for Ogletree), Remshagen, J. Roberts, L. Robinson, C. Schroer, Seay, Stanfield, Eilis Crean (substituting for Tekippe), Velez-Castrillon, Webb, Welch, Williams, Willox, Woodward, Xu, Yates

*Absent*

Banford, Faucette, Mbaye, McCullers, Skott-Myhre, Steere, Vinson

3. Minutes: a motion was made and seconded to approve the minutes of November 14.

*Item approved unanimously by voice vote.*

4. Committee reports

**Committee I: Undergraduate Programs Committee (Julia Farmer, Chair)**

**Action Items:**

A) College of Arts and Humanities

1) Department of Music

a) Course: MUSC 4040 Principles and Methods of Music Learning and Teaching

Request: Add

b) Course: MUSC 4230 Technology in Music Education

Request: Add

*These two items were taken together and approved unanimously by voice vote.*

2) Department of History

a) Course: HIST 4505 American Foreign Policy Since 1898

Request: Add

*Item approved unanimously by voice vote.*

B) Richards College of Business

1) Department of Marketing

a) Course: MKTG 4818 Web Page Design  
Request: Add

b) Course: MKTG 4823 Logistics and Supply Chain Management  
Request: Add

*These two items were taken together and approved unanimously by voice vote.*

C) College of Education

1) Department of Leadership and Instruction

a) Course: PHED 3210 Healthy Eating and Nutrition  
Request: Add

b) Course: PHED 2000 Applied Concepts in Fitness and Wellness  
Request: Add

c) Course: PHED 3220 Health Promotion, Education, and Program Evaluation  
Request: Add

d) Course: PHED 3230 Exercise Leadership  
Request: Add

e) Course: PHED 3240 Current Issues and Trends in Fitness and Wellness Leadership  
Request: Add

f) Course: CMWL 3110 Program Evaluation in Community Settings  
Request: Add

g) Course: CMWL 3100 Lifespan Development  
Request: Add

h) Course: READ 4201 Language and Literacy for Diverse Populations  
Request: Add

i) Course: CEPD 4200 Working with Diverse Populations in Human Services  
Request: Add

j) Course: CEPD 3200 Skills and Ethics in Human Services  
Request: Add

k) Course: CMWL 2100 Introduction to Health and Community Wellness  
Request: Add

*These eleven items were taken together and approved unanimously by voice vote.*

- 1) Program: BS with a Major in Health and Community Wellness  
Request: Add

*Item approved unanimously by voice vote.*

- 2) Department of Educational Technology and Foundations
  - a) Course: EDRS 4042 Introduction to Classroom Assessment  
Request: Add

*Item approved unanimously by voice vote.*

- D) College of Science and Mathematics
  - 1) Department of Geosciences
    - a) Course: GEOG 2202 Environmental Science  
Request: Add
    - b) Course: GEOG 2202L Environmental Science Lab  
Request: Add

*These two items were taken together and approved unanimously by voice vote.*

- 2) Department of Physics
  - a) Course: PHYS 4103 Astrophysics  
Request: Add

*Item approved unanimously by voice vote.*

- E) College of Social Sciences
  - 1) Department of Anthropology
    - a) Course: ANTH 4205  
Request: Add

*Item approved unanimously by voice vote.*

- 2) Department of Political Science
  - a) Program: Data Analytics Certificate  
Request: Add

*Item approved unanimously by voice vote.*

- F) QEP/Revisions to Core Area B Outcomes
  - 1) Committee approved proposed revisions to Core Area B outcomes.

**Committee II: Graduate Programs Committee (Susan Welch, Chair)**

**Action Items:**

- A) College of Education
  - 1) Educational Technology and Foundations
    - a) Program: Post-Baccalaureate Non-Degree Certification in Media (Instructional Technology)
      - Request: Modify

*Item approved unanimously by voice vote.*

- B) College of Arts and Humanities
  - 1) Music Department
    - b) Course: MUSC 5230 Technology in Music Education
      - Request: Add

*Item approved unanimously by voice vote.*

**Committee VI: Strategic Planning Committee (Nadya Williams, Chair)**  
**Action Item: Core Area B revisions**

**Proposed catalog page:**

Core Area B  
 Institutional Options  
 Learning Outcomes  
 4-5 hours

Demonstrate the ability to:

- Adapt written and oral communication to specific rhetorical purposes and audiences.
- Identify, evaluate, and use information, language, or technology appropriate to a specific purpose.

Students must take one course from category 1, and any combination of courses to meet the total number of hours of 4 for science majors and 5 for non-science majors.

1 - Written and Oral Communication:

Courses in this area must meet both learning outcomes stated above.

One of the following is required of all majors:

Choose from the following:

ART 2000	Oral Communication and the Visual Arts	3
COMM 1110	Public Speaking	3
ENGL 2000	American Speech	3
ENGL 2050/	Self-Staging:	
THEA 2050	Oral Communication in Daily Life	3
FREN/GRMN/SPAN 1001 or 1002		3
PHIL 2020	Critical Thinking	3
XIDS 1004	Oral and Technological Communication	4

2 - Other Institutional Options:

Courses in this area must meet at least one of the learning outcomes stated above.  
 Institutional Elective, choose one of the following:

ANTH 1100	Faces of Culture	2
BUSA 1900	Surfing the Internet for Success	2
CS 1000	Practical Computing	1
CS 1020	Computers and Society	2
LIBR 1101	Academic Research and the Library	2
MUSC 1110	Survey of World Music	2
XIDS 2001	What Do You Really Know About . . .	1
XIDS 2002	What Do You Really Know About . . .	2

## Current Version:

### Core Area B

Institutional Options

Learning Outcomes 4-5 hours

#### Demonstrate the ability to:

- Identify, evaluate, and use information, language, or technology appropriate to a specific purpose.
- Prepare and deliver an effective oral presentation on an appropriate and meaningful topic.

Students may take any combination of courses as long as one is from category 1 and the total number of hours is 4 for science majors and 5 for non-science majors.

### 1 - Oral Communication:

One of the following is required of all majors:

<a href="#">ART 2000</a>	Oral Communication and the Visual Arts	3
<a href="#">COMM 1110</a>	Public Speaking	3
<a href="#">ENGL 2000</a>	American Speech	3
<a href="#">ENGL 2050/</a>	Self-Staging:	3
<a href="#">THEA 2050</a>	Oral Communication in Daily Life	
Foreign Language	1001 or 1002	3
<a href="#">PHIL 2020</a>	Critical Thinking	3
<a href="#">XIDS 1004</a>	Oral and Technological Communication	4

### 2 - Other Institutional Options:

Institutional Elective, choose one of the following:

<a href="#">ANTH 1100</a>	Faces of Culture	2
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<a href="#"><u>BUSA 1900</u></a>	Surfing the Internet for Success	2
<a href="#"><u>CS 1000</u></a>	Practical Computing	1
<a href="#"><u>CS 1020</u></a>	Computers and Society	2
<a href="#"><u>LIBR 1101</u></a>	Academic Research and the Library	2
<a href="#"><u>MUSC 1110</u></a>	Survey of World Music	2
<a href="#"><u>XIDS 2001</u></a>	What Do You Really Know About (Selected Topic)	1
<a href="#"><u>XIDS 2002</u></a>	What Do You Really Know About (Selected Topic)?	2

Discussion: Micheal Crafton thanked everyone for working on this, especially Nadya Williams, Julia Farmer, and Debra MacComb. Dr. Williams encouraged faculty to consider implementing it early (spring next year), since official implementation is next fall. Please talk with Dr. Williams about it. President Marrero and Provost Crafton added that at the SACS COC conference on Monday they will find out about initial assessment results.

*Item approved unanimously by voice vote.*

#### **Committee IX: Facilities and Services Committee (Ben Steere, Chair)**

A) Presentation by Mark Reeves, Auxiliary Services, about recycling efforts on campus.

Mr. Reeves, Asst. VP for Auxiliary Services, chairs the Recycle West Committee. He addressed the Faculty Senate with the aid of a PowerPoint presentation about the Recycle West initiative. He began by saying that it is easy not to recycle; recycling takes effort and is a long-term investment, but worth it. There is a high demand from carpet mills for the plastic. Aluminum and paper are also in demand. He talked about the supply and demand for these commodities, why recycling is important in saving landfill space, and then proceeded with an overview of the recycling initiative at UWG.

He talked about wanting a slow, incremental process for recycling efforts to help ensure success. It began with Auxiliaries with a consultant's assistance. The vendor we are using is Waste Pro on Fulton Industrial Blvd. They sort/split the recyclables at their site. Auxiliaries has currently reduced the numbers of dumpsters from eleven to five. Housing and Residence Life implemented recycling in fall 2014. Mr. Reeves stated that there are 74 hallways with a recycle facility—every hallway. UWG also recycles small amounts of other things like paint, light bulbs, tires, etc. In January the initiative will start its fourth year, with each year doubling the amount recycled. This is about 500 tons of waste recycled, or approximately one million pounds!

Future efforts will focus on the GreenBelt's campus portion and UWG Newnan. Dedicated containers for white paper and aluminum would be good, because UWG gets more money for that. Mr. Reeves said that they'd like to get a truck that says "Recycle West." UWG will be changing from orange to clear bags because Waste Pro has a market for that.

The need to donate unused foods from campus eateries was reiterated by Dr. Velez-Castrillon. Mr. Reeves responded that breads can be, and are donated, but oil and milk products must be destroyed.

Anyone who is interested in joining the Recycle West Committee is encouraged to let Mr. Reeves know. If one needs to know where a recycling container is, ask him.

## **Committee XII: Budget Committee (Andrea Stanfield, Chair)**

### **Information Item:**

A) Presentation by President Marrero and Provost Crafton about the FY2016 budget cycle.

Ms. Stanfield stated that Budget Committee has met with President Marrero three times this semester to facilitate active dialogue and communication and resulting in a transparent budget process.

Dr. Marrero explained the 3% budget reduction model and the new (needs) funds request model, which utilized five focus areas or sifters. (See the November minutes; cf. "New business.") In the past, the Board of Regents asked that budget requests be submitted during the last week of the semester, but this year the Board asked for it by October 24. The president asked for, and got, a month's extension on that deadline. The departmental models were due October 22 and they went to the deans for consideration, review and prioritization, then due to the VPs on November 5 – the VPs and President reviewed and prioritized the reduction and new funds scenario Nov. 5-11. The vice presidents met three times and finalized the list, then presented to the President's Advisory Council (PAC) on November 12. This process provides a template for later use and future improvement.

Dr. Marrero said that \$1.98B represents the entire USG budget request for FY16 currently submitted to the Governor, which is \$7.6M more than last year. The governor completes his budget in early January. For the USG/BOR process, we answered a fifteen-question template, which represents the reduction and needs exercise along with specific questions of financial health, CCG-RPG updates, low performing program updates, and update of use of funds allocated for FY15. The president submitted the 51-page document of narrative and multiple-page spreadsheets; it's like a grant request. (Elizabeth Kramer and Andrea Stanfield have this document; you may e-mail them if you really want to read it, but it is not a public document yet. It will be posted the day after the document is presented at the public meeting on February 18, 2015.) The president will have 45 minutes to make a presentation to the USG staff. Then we must wait until April to discover how the system distributed the legislative allocation to the USG.

The UWG budget is about \$165M, of which only \$1.8M is held in reserve each year. He explained that a 9% graduate tuition increase would be about \$100 more for a graduate student with 6 credit hours. A 2.5% undergraduate tuition increase would be about \$60 more for a student with 15 credit hours. There has been a 2.337% growth in the number of students, so there is growth for Tier 4. A salary raise of 1.75 to 2.25% is being asked for, and the outlook is good.

Dr. Crafton spoke about the Academic Affairs process and portion of the budget request. Over \$6M was requested by the colleges/departments, but it had to be winnowed down to about \$2M which we prioritized strategically to fund. The deans' requests were analyzed with data sets (e.g., enrollment, completion, accreditation) informing the decision-making. The deans voted on the needs prioritization.

Dr. Marrero and Dr. Crafton would like additional input or recommendations on this process with a goal of improvement for next year.

5. Old business: none
6. New business: none
7. Announcements

Dr. Kramer announced that discussions are continuing at the Executive Committee level about various issues confronting faculty, such as the use of the Discuss-UWG for marketplace purposes, netiquette protocols, and plagiarism.

8. Adjournment

The meeting adjourned at 4:34 p.m.

Respectfully submitted,  
Shelley Rogers,  
Executive Secretary of the Faculty Senate and General Faculty

## **Addendum II**

## **Addendum III**

## **Addendum IV**