

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

April 18, 2014

Approved June 20, 2014

1. Call to order: the meeting convened in room 1-303 of the Technology-enhanced Learning Center and was called to order by Jeff Johnson, Chair at 3:01 p.m.
2. A moment of silence was observed for Sandy Thompson, a recently deceased member of Faculty Senate.
3. Roll call

Present

Blair, Butler, DeFoor, DeSilva, Erben, Farmer, Gant, Geisler, Griffith, Halonen-Rollins, Hannaford, Haynes, Johnson, Kilpatrick, Kramer, Lloyd, Mayer, Moffeit, Noori, Packard, Ponder, Popov, Robinson, Rutledge, Sanders, Barnhart (substituting for Schroer), Skott-Myhre, Stanfield, Steere, Van Valen, Vasconcellos, Velez-Castrillon, Welch, Willox, M. Johnson (substituting for Woodward)

Absent

Banford, Basu-Dutt, Faucette, Hooper, Insenga, Kassis, Keim, Pencoe, Samples, Xu, Yeong

4. Minutes: a motion was made and seconded to approve the minutes of March 14.

Item approved unanimously by voice vote.

5. Committee reports

Committee I: Undergraduate Programs Committee (James Mayer, Chair)

Action Items:

- A) College of Arts & Humanities course proposals:
 - 1) Department of Art
 - a) ART 3060 Illustration: An Introductory Survey
Request: Add
 - b) ART 3065 Introduction to Scientific/Pre-Med Illustration
Request: Add

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

B) College of Science & Mathematics

1) Department of Chemistry

a) Bachelor of Science in Chemistry

Request: Modify (change name to Bachelor of Science with a Major in Chemistry)

Item approved unanimously by voice vote.

2) Department of Geosciences

a) Bachelor of Science with a Major in Geography

Request: Modify (change Environmental Geography Track to Environmental Sustainability)

Item approved unanimously by voice vote.

b) GEOG 3020 Political Geography

Request: Add

Item approved unanimously by voice vote.

c) GEOG 2202

Request: Add to Core Area D 2, Option II

d) GEOG 2202L

Request: Add to Core Area D 2, Option II

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

C) College of Social Sciences

1) Department of Criminology

a) Bachelor of Science with a Major in Criminology

Request: Modify (add choice to Area F requirement)

Item approved unanimously by voice vote.

2) Department of Mass Communications

a) Bachelor of Science with a Major in Mass Communications

Request: Modify (specify minimum grade of C in intro courses)

Request: Modify (split Film and Video Arts track into two separate tracks)

Request: Add Film and Video Production minor

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

- b) COMM 3305 Short-Form Screenwriting & Analysis
Request: Add
- c) COMM 4405 Sound Design
Request: Add
- d) COMM 4406 Digital Cinematography & Image Design
Request: Add
- e) COMM 4407 Film & Video Post-Production
Request: Add

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

- 3) Psychology Department
 - a) PSYC 4700 Ecopsychology
Request: Add

Item approved unanimously by voice vote.

Information Item:

- A) The UPC is pleased to announce that it has elected Dr. Julia Farmer of Foreign Languages and Literatures as its chair for the 2014-2015 academic year.

Committee II: Graduate Programs Committee (Elizabeth Kramer, Chair)

Action Items:

- A) College of Education
 - 1) Department: Learning and Teaching
 - a) SPED 7782 Directed Research Readings in Special Education
Request: Modify

Item approved unanimously by voice vote.

- B) College of Social Sciences
 - 1) Department: Psychology
 - a) PSYC 5700 Ecopsychology
Request: Add

Item approved unanimously by voice vote.

- C) School of Nursing program change:
1) EdD in Nursing Education
Request: Modification

Item approved unanimously by voice vote.

Information Items:

- A) College of Social Sciences
1) Department: Political Science
a) Master of Urban and Regional Planning (MURP)
Request: Deactivation

The faculty of the Department of Political Science and Planning hereby requests the deactivation of the Master in Urban and Regional Planning (MURP) program.

As it currently functions, the MURP program relies solely on one faculty, who serves as its only full-time faculty and director, obviously placing a significant burden of teaching and administrative duties on only one person. Over the past three years, enrollment in the program has grown from 2 to 14 students from Fall 2010 to Fall 2013 respectively; and the total number of degrees conferred has fluctuated from 0 to 5 from Fall 2010 to Fall 2013 respectively. These enrollment and graduation figures beg the questions: is it strategically sound to maintain a program with such limited number of faculty? Is it possible to increase enrollment and graduation, and strengthen the quality and reputation of the program with such limited resources?

Dr. Hee-Jung Jung, Director of the MURP program, announced her intention to leave the university in January 2014, forcing the department to answer the above questions. After carefully considering a number of factors – including the program’s history, external and internal demand, the quality of the program’s faculty and graduates, enrollment and graduation trends over the last few years, costs associated with the program, as well as the overall impact and contribution of the program to the Department of Political Science and Planning, the College of Social Sciences, UWG, and the community at large – the faculty decided to terminate the MURP program.

We concluded that to increase enrollment and graduation, and strengthen the quality and reputation of the program, would require much more than one faculty. Sadly such resources are not available currently, and cannot be guaranteed in the future.

It is possible, however, to strengthen our other undergraduate and graduate programs through a strategic hire, and therefore our decision to terminate the MURP program reflects the department’s priorities and commitment to our undergraduate and MPA programs.

Discussion:

Sal Peralta spoke about this information item. He stated that last year a decision was made regarding the MURP program without consultation with the department; this year, it is being made with input from faculty governance. He said that the program could continue, but with limited resources. The undergraduate track is still on; there are three students that have completed it, so it will have no impact on them. In response to a question, Dr. Peralta said that Dr. Jung's resignation was due to a combination of personal and professional decisions on her part.

B) College of Education policy change:

The College of Education Faculty Governance has made the following change to its current Academic Standings Policy:

Current policy with changes:

“Good Academic Standing for a student enrolled in a Non-Degree Initial Certification Program for teacher certification is defined as a cumulative GPA of 2.7 or higher.

Any graduate level student earning a grade of *F* or *WF* and/or two *C*'s, regardless of his/her academic standing, will be referred to his/her program and, at the discretion of the program, may be suspended from the program.

A student will be dismissed from the following two programs if he or she earns two *C*'s or one *F*.

Ed.D. in School Improvement

Ed.D. in Professional Counseling and Supervision”

Clean copy:

Good Academic Standing for a student enrolled in a Non-Degree Initial Certification Program for teacher certification is defined as a cumulative GPA of 2.7 or higher.

Any graduate level student earning a grade of *F* or *WF* and/or two *C*'s, regardless of his/her academic standing, will be suspended from the program.

Discussion:

John Ponder added that not having the automatic suspensions has been problematic in the past due to programs making varied decisions. Having the automatic suspension will bring a consistency across all programs.

C) Richards College of Business

The RCOB Graduate Program Committee has approved the following change in Admissions Requirements:

“For MBA admission, the RCOB GPC committee approved GMAT Waiver/Exemption for Chemistry majors with a business administration minor

and UWG 3.0 GPA.”

- D) The GPC is pleased to announce that it has elected Dr. Susan Welch of Nursing as its chair for the 2014-2015 academic year.

Committee IV: Academic Policies Committee (Vickie Geisler, Chair)

Action Item:

- A) Modifications to Hardship Withdraw Policy. The modifications will allow hardship withdrawal requests to be processed any time after Drop/Add. Currently, students can only make these requests after the Withdraw date.

Item approved unanimously by voice vote.

Information Item:

- A) The VPAA office is almost finished collecting updated departmental policies concerning Credit By Exam.

Committee IX: Facilities and Services Committee (Kathy Moffeit, Chair)

Action Item:

- A) Revisions to UWG Parking Code

Discussion:

Mark Reeves (Asst. VP of Auxiliary Services) discussed the significant revisions to the UWG Parking Code for 2014-2015. Most changes are to clarify/improve wording, such as “Permit Parking Only” instead of “handicap spaces.”

In the general discussion, he noted that this was the first year of students parking at the stadium, which includes spaces for faculty and staff. He said that right now there is one parking space per faculty/staff member. Bus ridership is up 19%. Some adjustments were made to traffic lights. A new Shopper Shuttle provides students access to the community. The new lot at Nursing adds about 80 spaces for faculty. The parking for Newnan was reviewed this year. Admissions will be moving to the Murphy building, which will help front campus congestion. Residential freshmen want to bring cars to campus on weekends, and his office is working that out. The number of citations are down for the fifth year in a row, with no increase in fees. Mr. Reeves stated that there is nothing in the Parking Code about yellow placards. He explained their use, saying that there were over 200, but now a department chair has to contact Parking to get one; the process is regulated and closely monitored by Parking. The \$15 fee that faculty pay is to register (up to 2) vehicles, not pay for parking; we do get free parking.

He also answered questions and expressed appreciation for all suggestions/comments. Please continue to let him know of any suggestions you have for improvements, like regarding signage at a particular parking lot. (The TLC lot on evenings/weekends by students was specifically discussed; the sign there indicates Faculty 24/7.) Mr. Reeves mentioned that signs take

precedence over curb painting. Police, not Parking control officers, enforce the parking on weekends, and the police have higher priorities than parking violations.

Item approved unanimously by voice vote.

Information Item:

A) The Facilities and Services Committee is pleased to announce that it has elected Ben Steere (Anthropology) as its chair for the 2014-2015 academic year.

Committee XIII: Rules Committee (Linda Haynes, Chair)

Action Item:

A) Recommendation for Position of Faculty Senate Chair-Elect

Discussion:

Linda Haynes explained that the recommended position of Chair-Elect preserves a four-year commitment for the Chair, changing it from a 2 + 2 commitment to a 1 + 2 + 1 commitment (i.e., one year as Chair-Elect, 2 years as Chair, 1 year as Past Chair). This keeps the two-year continuity of service for the Chair. In response to a question, Dr. Haynes stated that the Chair-Elect must meet the same criteria as the Chair regarding tenure and service on Faculty Senate. It was noted that ex officio members generally recuse their Senate seats. The policy will be effective next year, so a Chair-Elect position will be elected in the spring, 2015.

Item approved unanimously by voice vote.

6. New business:

A) Engage West! survey results (Kyle Marrero, Jeff Johnson)

Kyle Marrero distributed a handout of FAQs (the first page follows). In the discussion, the last sentence of the second FAQ was modified, then stricken entirely. Dr. Marrero thanked the faculty for questioning the wording.

Dr. Marrero explained what the document is, and what it is not. The questions to ask yourself are: do you think you are connected? Do you see yourself in this plan? He emphasized that transparency is a goal and “the survey is the start of a dialogue.” This process is to help improve communication and trust at UWG. It should not seem threatening.

Various members of the faculty expressed opinions about the roles and training of leaders, and how they see themselves in relation to administrators. Dr. Marrero acknowledged the need to “keep our soul and at the same time, stay in business” because we must have accountability. This “Engage West!” survey is a first effort at building a culture where we trust and communicate and train our leaders to provide help/support.

ENGAGE WEST!

Employee Engagement Survey FAQ



What is the definition of "Engagement" as analyzed in UWG's Engage West! Employee Engagement Survey?

The term "percent engaged" in the context of this survey is defined as the percentage of employees (both faculty and staff) in the group surveyed who report both a degree of being satisfied and the relative sense that their work environment motivates them and their colleagues to fully participate in and be productive toward achieving institutional goals.

Why is it so important to include "satisfaction" in this definition? Can a workforce not be productive without being satisfied?

It is true that people can be productive in a work environment without reporting a high level of being satisfied. And it is true that for many work environments that goal is sufficient; however, if the institutional goal is to be the best, then the institution should seek to establish nothing less than the best work environment. ~~As every study has demonstrated, the best environment reports a high level of satisfaction (or happiness) with a correspondingly high level of production.~~

Why is Engagement analysis important to UWG and furthering its new Strategic Plan?

The simplest answer to this question is that one of the primary goals of the new strategic plan is to create the best place to work, learn and succeed. The research on this question tells us that aligning employees' values, goals, and aspirations with those of the institution is the best method for achieving the sustainable employee engagement required for UWG to reach its goals. Full engagement represents an alignment of maximum job satisfaction ('I like my work and do it well and I am recognized for that work.') with maximum job contribution ('I play an important role in achieving the goals of my department').

Will this data be used to judge me for promotion and / or tenure?

The purpose of this survey is to assess work environments by way of surveying those working in the environments. If the survey is to judge, it is to judge that environment, not the people who work in them. The creation of the environments is the responsibility of leadership.

What will you do with the data collected from the survey?

One of our main goals is to create clear roadmaps to success for all employees, departments, and the institution. Therefore, we will use the results to generate evidence-based best practices and create more effective processes that will, in turn, increase each employee's opportunities to succeed. Already, we are developing a framework for ongoing recognition of performance and professional development opportunities. Finally, this survey will serve as a benchmark/baseline against which we can compare future results.

B) Policy Task Force update (Cathi Jenks)

Cathi Jenks reported on the progress of this presidential task force. She began by listing the committee members. Dr. Jenks mentioned that they have hired a research policy analyst, who is editing and culminating policies. The goal is to create a central repository website for all University policies, and also to create a process for the flow of new policies. They are reviewing the Policy on Policies to create a template. All policies will be posted and open for comment for two weeks (including students); then a policy will be reviewed by the task force, then the president, and if approved, added to the list of policies.

7. Announcements

- a) Jeff Johnson announced that the election results for the new chair of Faculty Senate was a tie vote, indicating strong support for both candidates (Anne Barnhart and Elizabeth Kramer). The electronic vote of 2010 sets precedence for an electronic vote, so he will be getting that set up Monday/Tuesday of next week, with voting open the rest of the week. Dr. Johnson will tally the vote and announce the results.
- b) At this time, no May meeting of Faculty Senate is being planned. Dr. Johnson thanked the senators for their work this year. He received an enthusiastic round of applause for his service as chair the past two years.

8. Adjournment

The meeting adjourned at 4:53 p.m.

Respectfully submitted,

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