

**Faculty Senate
Meeting Minutes**

April 19, 2019

Electronically Approved on April 25, 2019

1. Call to Order

Chair Butler called the meeting to order at 3:05 p.m.

2. Roll Call

Present:

Branyon, Chwialkowska, Cormican, Dahms, Dutt, Hollingsworth, Edelman (Strain, sub.), Elman, Faucette, Fleming, Geyer, Green, Hansen, Hipchen (Boyd, sub.), Hollingsworth, Hong (Buzon, sub.), Khodkar, Lee, Merrem, Miller, Morris, Neely, Nickell, Ogletree, Pashia, Penco, Perryman, Pidhainy, Rees, Remshagen, Richter (Welch, sub.), Robinson, Scremin, Snipes, Stanfield (Cook, sub.), Sterling, Tweraser, Vasconcellos, Velez-Castrillon, Wadlington, Zamostny, Zot

Absent:

Barbour, Bohannon, Berteau, Hoang, McKendry-Smith, Moon, Reber, and Rutledge

3. Approval of Minutes from March 29, 2019

Minutes were approved unanimously.

4. Committee Reports

Committee I: Undergraduate Programs Committee (Jeffrey Zamostny, Chair)

Action Items:

A) College of Arts and Humanities

1) Department of English

a) English, B.A.

Request: Modify

b) English, Secondary Education Track, B.A.

Request: Modify

c) ENGL 2001: Introduction to Literature

Request: Add

All items from the English department were taken as a block and approved unanimously.

B) College of Science and Mathematics

1) Department of Mathematics

a) MATH 2063: Introductory Statistics

Request: Delete

Item approved unanimously

b) MATH 1401: Elementary Statistics

Request: Add

Item approved unanimously

c) Mathematics, Accelerated Masters Track, B.S.

Request: Modify

Item approved unanimously

2) Department of Biology

a) Biology, Professional Preparation Track, B.S.

Request: Modify

Item approved unanimously

b) BIOL 1015L: The Unseen World of Microorganisms Lab

Request: Delete

Item approved unanimously

c) BIOL 4266: Molecular Ecology

Request: Modify

Item approved unanimously

d) BIOL 4425: Fire Ecology

Request: Add

Item approved unanimously

e) BIOL 4427: Conservation Biology

Request: Add

Item approved unanimously

f) BIOL 4441: Animal Behavior

Request: Modify

Item approved unanimously

g) BIOL 4445: Marine Biology

Request: Modify

Item approved unanimously

3) Department of Computer Science

a) Computer Science, B.S.

Request: Modify

Item approved unanimously

4) Department of Chemistry

a) Chemistry, Non-ACS Track – Business Option, B.S.

Request: Modify

Item approved unanimously

b) Chemistry, Non-ACS Track – General Option, B.S.

Request: Modify

Item approved unanimously

c) Chemistry, Non-ACS Track – Professional Preparation Option, B.S.

Request: Modify

Item approved unanimously

d) Chemistry, Non-ACS Track – Secondary Education Option, B.S.

Request: Modify

Item approved unanimously

e) Chemistry, Pre-Professional Track, B.S.

Request: Modify

Item approved unanimously

f) Chemistry Minor

Request: Modify

Item approved unanimously

5) Department of Geosciences

a) Atmospheric Science Certificate

Request: Add

Item approved unanimously

b) Geology, Earth Science Secondary Education Concentration, B.S.

Request: Modify

Item approved unanimously

c) Geology, Environmental Geology Concentration, B.S.

Request: Modify

Item approved unanimously

d) Geology, Professional Geology Concentration, B.S.

Request: Modify

Item approved unanimously

e) Geography, B.S.

Request: Modify

Item approved unanimously

C) College of Social Sciences

1) Department of Criminology

a) Prisoner Reentry and Community Corrections, Certificate

Request: Add

Item approved unanimously

b) CRIM 4260: Prisoner Reentry and Community Corrections

Request: Add

Item approved unanimously

c) CRIM 4265: Crime and Social Inequality

Request: Add

Item approved unanimously

d) Criminology, B.S.

Request: Modify

Item approved unanimously

D) Richards College of Business

1) Department of Economics

a) ECON 4415: Health Economics

Request: Add

Item approved unanimously

E) Honors College

1) HONR 4385: Special Topics

Request: Add

Item approved unanimously

Committee II: Graduate Programs Committee (Colleen Vasconcellos, Chair)

Action Items:

A) College of Education

1) Department of Early Childhood through Secondary Education

a) Elementary Education, Ed.S.

Request: Modify

Item approved unanimously

b) Elementary Education, M.Ed.

Request: Modify

Item approved unanimously

2) Department of Educational Technology and Foundations

a) Media, Ed.S., Concentrations in Instructional Technology, School Library Media

Request: Modify

Item approved unanimously

b) Media, Ed.S., Concentrations in Instructional Technology, School Library Media

Request: Modify

Item approved unanimously

c) Media, M.Ed., Concentrations in Instructional Technology, School Library Media

Request: Modify

Item approved unanimously

3) Department of Leadership, Research, and School Improvement

a) SPED 6706: Special Education in the Regular Classroom

Request: Modify

Item approved unanimously

b) School Improvement, Ed.D.

Request: Modify

Item approved unanimously

B) Tanner Health System School of Nursing

- 1) NURS 8001: Advanced Physiology and Pathophysiology
Request: Add
- 2) NURS 8002: Advanced Pharmacology
Request: Add
- 3) NURS 8003: Advanced Health Assessment
Request: Add
- 4) NURS 8004: Advanced Practice Nursing: Primary Care I, Adults/Gerontology
Request: Add
- 5) NURS 8005: Advanced Practice Nursing: Primary Care I, Adults/Gerontology
Practicum
Request: Add
- 6) NURS 8006: Advanced Practice Nursing: Primary Care II, Chronically Ill
Adults/Gerontology
Request: Add
- 7) NURS 8007: Advanced Practice Nursing: Primary Care II, Chronically Ill
Adults/Gerontology Practicum
Request: Add
- 8) NURS 8008: Advanced Practice Nursing: Primary Care Pediatrics
Request: Add
- 9) NURS 8009: Advanced Practice Nursing: Primary Care Pediatrics Practicum
Request: Add
- 10) NURS 8010: Advanced Practice Nursing: Primary Care Family Health
Request: Add
- 11) NURS 8011: Advanced Practice Nursing: Primary Care Family Health Practicum
Request: Add
- 12) NURS 8012: Advanced Practice Nursing: Family Practice Synthesis Practicum
Request: Add
- 13) NURS 8013: Professional Transitions: Doctor of Nursing Practice Role
Request: Add
- 14) NURS 8014: Science and Theory for Evidence-Based Practice
Request: Add

- 15) NURS 8015: Research Methods for Evidence-Based Practice
Request: Add
- 16) NURS 8016: Analytical Methods for Evidence-Based Practice
Request: Add
- 17) NURS 8017: Interprofessional Collaboration for Population Health
Request: Add
- 18) NURS 8018: Healthcare Informatics
Request: Add
- 19) NURS 8019: Organizational & Systems Leadership for Quality Improvement
Request: Add
- 20) NURS 8020: Healthcare Finance
Request: Add
- 21) NURS 8021: Healthcare Policy for Advocacy
Request: Add
- 22) NURS 8022: DNP Specialty Practicum I
Request: Add
- 23) NURS 8023: DNP Specialty Practicum II
Request: Add
- 24) NURS 8024: DNP Specialty Practicum III
Request: Add
- 25) NURS 8025: DNP Specialty Practicum IV
Request: Add
- 26) NURS 8026: DNP Specialty Practicum V
Request: Add

All 26 NURS courses were taken as a block and unanimously approved.

Information Item:

- A) Ben Geyer will serve as Chair of the Graduate Programs Committee during AY19-20

Committee III: Academic Policies (Nancy Penco, Chair)

Information Item:

- A) Agnieszka Chwialkowska will serve as Chair of APC during AY 2019-20

Committee IV: Faculty Development (Basu Dutt, Chair)

Action Item:

- A) UWG *Faculty Handbook*, 103
 - 1) Evaluating Teaching, 103.06 (**Figure 1**)
- Request: Modify

After discussion and input from myriad Senators and officers in attendance, the following friendly amendments were made prior to voting:

- The first sentence of the proposed modification was changed to “All courses will be evaluated.”*
- The first sentence of the second paragraph was removed.*
- *“eE-core” was corrected to “eCore.”*

All revisions are reflected in Figure 1 at end of this document.

Committee V: Institutional Planning (Felix Tweraser, Chair)

Information Item:

- A) Felix Tweraser will serve as Chair of the Institutional Planning Committee during AY 19-20

Committee VI: Student Affairs (Dawn Neely, Chair)

Information Item:

- A) Dawn Neely will serve as Chair during AY 2019-20

Committee VII: Facilities and Information Technology (John Hansen, Chair)

- A) Parking Code Revisions (**Figure 2**)
- Request: Modify

Item was approved unanimously

Committee IX: Budget Committee (Henry Zot, Chair)

Information Item:

- A) Dr. Shelly Elman will serve as Chair of Budget during AY 2019-2020

Committee X: Rules Committee (Susana Velez-Castrillon, Chair)

Action Items (Addenda VI-IX):

- A) UWG *Faculty Handbook*, 103
 - 1) 103.0201 Promotion and Tenure Evaluation, Departmental Evaluation

Request: Modify

After substantial discussion, Dr. Zamostny made a motion to table the item until associated documents could be revised by the committee. The vote to table the motion was 12 in the affirmative and 17 against. Discussion continued.

The group in attendance located a cross-referencing error in the proposed policy, and, at that time, Dr. Faucette made a motion to table. 18 assented to the motion while 16 voted against tabling.

The proposal to modify 103.0201 from the UWG Faculty Handbook was tabled.

2) 103.0402 Time Limits for Tenure

Request: Modify

This item was tabled at Executive Committee and not referenced by Chair Butler during the full Senate meeting

B) UWG Policies and Procedures, Article IV, Section 2, Items F and J

1) The Executive Committee of the Faculty Senate, Section 2, Item F (**Figure 3**)

Request: Add

Item was passed unanimously

2) Standing Committee, Membership and Purpose

a) Graduate Programs Committee, Article IV, Section 2, Item J.2 (**Figure 4**)

Request: Modify

Item was passed unanimously

Information Item:

A) Anja Remshagen will serve as Chair of Rules during AY 2019-20

Committee XII: Teaching Learning and Assessment (John Morris, Chair)

Information Item:

A) Sally Richter will serve as Chair of TLA during AY 2019-20

5. Old Business

6. New Business

A) XIDS 2002: New Course Descriptions and Standard Syllabus Format

Request: Add

Items were approved unanimously

7. Announcements

A) Senate Liaison Reports

No Liaison reports

B) Location of Senate meetings during AY 19-20

Dr. Butler polled those present concerning meeting locations for next AY. All agreed that, should the present room be available, meeting should continue there.

8. Adjournment

Chair Butler adjourned the last full Senate meeting of the AY at 4:26 p.m.

Respectfully Submitted,

Dr. Angela Insenga

Professor of English

Executive Secretary of the Faculty Senate and General Faculty

Figure I

103.06 Evaluating Teaching

Evaluation of a faculty member's teaching should be continual because evaluation aids a faculty member in becoming more effective in the performance of his or her duties as well as offers evidence for promotion and/or tenure.

All classes must be evaluated. Any college, department, or faculty member may add questions to the standard form to make it apply to the unique qualifications of the specific area. In addition, a department or area may devise, administer, and tabulate the results of an evaluation form which is especially applicable to the specific area. The department chair shall use the results of the evaluation as a factor in determining annual merit raises and shall include the results of such an evaluation form in the dossier of each department member being considered for contract renewal, promotion, tenure, pre-tenure or post-tenure review. (In the case of a department chair being reviewed for promotion and/or tenure, the appropriate next highest supervisor shall assume responsibility for including the results of such evaluations in the dossier of the candidate.)

Students' evaluation data shall be an official part of the administrative evaluation process. Supervisor and peer evaluations may be used as determined by the department. eCore course evaluations will be completed through the common instruments designed for that purpose and made available by the University system for all such courses. Courses that have fewer than five students must also be evaluated but may use an alternative evaluation instrument appropriate to the course and upon approval of the department and dean of the college.

103.0601 University of West Georgia/Student Evaluation of Instruction (SEI) - see next page

Figure II: Summary of Changes in Parking Code for AY 2019-20

Page 3, Violations

Courtesy warning tickets will be issued the first five class days of each semester **only** for vehicles that do not display a current hangtag/decal. **All other violations will be enforced.**

Page 9, Permissible parking

Similarly, there are Reserved spaces near Resident Halls to be used for loading/unloading by resident students living in that Resident Hall. The spaces are marked with the appropriate designation for the Zone they are in, West Residents Only or East Residents Only

Page 10, Towing/Impoundment

Non-registered vehicles having **four** or more unpaid parking fines.

Color Coding

Some curbs at the University have been painted to indicate assigned parking on Campus.

Page 11, Residential Freshmen

Residential Freshmen parking lots at the Athletic Complex (Parking Lots C, D, E, and G) or the designated RF signed **spaces of the Evergreen Parking Lot**, from Monday 7:00 a.m. until Friday 12:00 p.m. **(NB: we are removing the RF spaces in Tyus Hall parking)**

Football Game Days for RF Permit Holders.

Prior to home football game days and other designated events, Residential Freshmen will receive detailed instructions to temporarily move their vehicles to other **student** lots on campus without penalty.

Page 13, Parking Appeals

All appeals must be made within **14** days of the date of the citation.

Figure III

*** To be placed in University of West Georgia Policies and Procedures, Article IV, Section 2, "Faculty Senate Organization," Item F.1.d, "Functions" ***

F. The Executive Committee of the Faculty Senate

The Faculty Senate shall include an Executive Committee with the following functions and composition.

1. Functions. The Executive Committee shall have broad responsibility for:

- a. Planning and facilitating the activities of the Senate, including the following functions: assign senators to Senate standing committees and subcommittees; create ad hoc Senate committees and assign senators; assign senators to such non-senate university committees, task forces and search committees as may be needed; propose any legislation to the Senate the Executive Committee may deem appropriate.
- b. Overseeing the election of the officers of the Senate, including receiving nominations, organizing and supervising elections, monitoring compliance, adjudicating challenges, and certifying the results.
- c. Interviewing candidates for university-wide positions and provide evaluations to the appropriate search committees.
- d. *Should the Senate Chair, Senate Executive Secretary, and/or Senate Parliamentarian be scheduled for earned research leave, obtain medical leave, or have family leave during their tenure in the position, the Faculty Senate Executive Committee will convene, discuss, and vote upon a replacement from their ranks or nominate and then vote upon a Candidate from the full Senate. The replacement will receive any reassigned time and/or stipend typical of the office as the temporary-serving Senate officer.*

2. Composition. The Executive Committee shall be composed of the chairs of the Senate standing committees, the Chair of the Senate, the Chair-Elect or Past Chair of the Senate, the Executive Secretary, the President of the University, and the Provost of the University.

Figure IV

*** To be placed in University of West Georgia Policies and Procedures, Article IV, "Faculties of the University," Section 2, "Faculty Senate Organization," Item J.2***

J. Standing Committee, Membership and Purpose

2. Graduate Programs Committee:

Purpose: to receive and consider requests for modifications to the graduate curriculum as specified in the UWG Shared Governance Procedures for Modifications to Academic Programs and to advise the Provost and Vice President for Academic Affairs on said requests; to recommend policies and procedures concerning graduate programs, curriculum, admissions, transfers, admission to candidacy, eligibility for graduation, and appeals; to advise on incorporating diversity and inclusion into curricula as appropriate; as well as to review comprehensive program reviews; and to develop policies regarding graduate faculty.

Membership: five senators; seven faculty, one elected from each of the five colleges (COSM, COSS, COAH, RCOB, COE), the School of Nursing, and the Library; three administrators: the Dean of the Graduate School, one appointed by the Provost, and the Registrar; and one student appointed by the Dean of the Graduate School. (Total: 16)