

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

March 14, 2014

Approved April 18, 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 3:04 p.m.

2. Roll call

Present

R. Huss (substituting for Butler), DeFoor, DeSilva, Farmer, Gant, Geisler, Griffith, Haynes, Hooper, Kassis, Keim, Kilpatrick, Kramer, Lloyd, Mayer, Moffeit, Noori, Packard, Penceo, Ponder, Popov, Rutledge, Samples, Sanders, Schroer, Skott-Myhre, Stanfield, Steere, Van Valen, M. Zachary (substituting for Velez-Castrillon), Welch, M. Varga (substituting for Willox), Woodward

Absent

Banford, Basu-Dutt, Blair, Erben, Faucette, Halonen-Rollins, Hannaford, Insenga, Johnson, Robinson, Thompson, Vasconcellos, Xu, Yeong

3. Minutes: a motion was made and seconded to approve the minutes of February 21.

Item approved unanimously by voice vote.

4. Committee reports

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

Action Items:

A. College of Arts & Humanities

Program Proposals:

- 1) Bachelor of Arts with a Major in History, General History
Request: Change credit hour requirements
Action: Approved

Item approved unanimously by voice vote.

Richards College of Business

Program Proposals:

- 1) International Business Certificate Economics
Request: Update existing certificate
Action: Approved

Item approved unanimously by voice vote.

B. College of Science & Mathematics

Course Proposals:

- 1) GEOG 2202 Environmental Science
Geosciences
Request: Add
Action: Approved
- 2) GEOG 2202L Environmental Science Lab
Geosciences
Request: Add
Action: Approved

Discussion: this is a motion just for approval of the courses, not whether they are Core.

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

C. College of Social Sciences

1) Course Proposals:

- a. CRIM 2275 Introduction to Corrections
Criminology
Request: Add
Action: Approved
- b. SOCI 4015 Analyzing and Visualizing Data
Sociology
Request: Add
Action: Approved

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

2) Program Proposals:

- a. Certificate in Social Science Research Skills
Sociology
Request: Add prebaccalaureate certificate program
Action: Approved
- b. Certificate in Global and Comparative Studies
Sociology
Request: Add prebaccalaureate certificate program
Action: Approved
- c. Certificate in Social Diversity
Sociology
Request: Add prebaccalaureate certificate program
Action: Approved
- d. Certificate in Social Services
Sociology
Request: Add prebaccalaureate certificate program
Action: Approved

Discussion: these are for embedded certificates, not stand-alone programs.

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

Information Items:

- A. Program Deactivation
Bachelor of Science with a Major in Environmental Studies
Geosciences Department
Deactivate Program

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

Action Items:

A. College of Education

1) Course Change:

- a. EDSI 9171 Program Evaluation
School Improvement
Request: Add
Action: Approved

Item approved unanimously by voice vote.

- 2) Program Change:
 - a. Learning and Teaching
Program: Master of Education with a Major in Special Education and Teaching
Request: Modify
Action: Approved

Item approved unanimously by voice vote.

B. College of Arts and Humanities

- 1) Course Change:
 - a. HIST 6694 Historical Methods and Writing
History
Request: Add
Action: Approved
- 2) Program Change:
 - a. Program: M.A. with a Major in History
History
Request: Modify
Action: Approved

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

C. College of Social Sciences

- 1) Course Change:
 - a. SOCI 6003 Advanced Statistics for Sociology
Sociology
Request: Add
Action: Approved

Item approved unanimously by voice vote.

- 2) Program Changes:
 - a. Program: Ph.D. in Psychology: Consciousness and Society
Psychology
Request: Modify
Action: Approved

Item approved unanimously by voice vote.

- b. Program: Post-Baccalaureate Certificate in Nonprofit Management and Community Development
Political Science
Request: Add
Action: Approved

- c. Program: Post-Baccalaureate Certificate in Data Analysis and Evaluation Methods
Sociology
Request: Add
Action: Approved

Discussion: these are for stand-alone certificates.

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

- d. Program: Master of Arts with a Major in Sociology
Sociology
Request: Modify [changing “comprehensive exam” track to “applied track”]
Action: Approved

Discussion: the program modification form was incorrect in the addenda. Dr. Kramer provided the correct version, which makes the applied track more vigorous.

Item approved unanimously by voice vote.

Policy Changes:

- A. Revision of the Graduate Course Load policy to separate the three sections in the existing policy to create three new policies to improve clarity

The first two sections were approved unanimously by voice vote, but the third section was withdrawn and will be taken back to the Committee.

- B. Addition of an Attendance Policy to the Graduate Catalog

Item approved unanimously by voice vote.

- C. Modification of Graduation policy in the Graduate Catalog

Item approved unanimously by voice vote.

Information Item:

A. College of Education

Program Change:

1) Leadership and Instruction

Program: Specialist in Education with a Major in Educational Leadership

Request: Modify

Committee VI: Strategic Planning Committee (Rob Sanders, Chair)

Action Items:

A. Updated draft of the Strategic Plan, 2014-2020 (Kyle Marrero)

Discussion: Dr. Marrero distributed four handouts that showed edits and clean copies and discussed the seven basic edits from last Friday's iteration. He stressed that there was no pressure to pass if there was not consensus; a special Faculty Senate meeting for April 11th could be called. Before discussing the edits to the Strategic Plan, he covered the Vision, Mission, and Values statements.

A motion was made and seconded to take the Vision, Mission, and Values statements separately from the Strategic Plan. It was unanimously approved by voice vote.

A motion was made and seconded to approve the Vision statement. It was unanimously approved by voice vote.

A motion was made and seconded to approve the Mission and Values statements. It was unanimously approved by voice vote.

After presentation and discussion by Dr. Marrero of each edit to the Strategic Plan, an additional edit was written on the floor to Strategic Imperative #4: Operational Success—Effectiveness and Sustainability, Goal B (in red below):

Create a built environment that is sustainable and relevant to the educational and personal needs of students; the aspirations of faculty and staff; and the economic, social, and cultural needs of the community

Item as amended approved unanimously by voice vote.

Committee XIII: Rules Committee (Linda Haynes, Chair)

Action Items:

A. Faculty Handbook Revisions for Section 101.02 Minimum Criteria for Appointment (minor editing for consistency in Sections 101 and 103)

Item approved unanimously by voice vote.

B. Recommendation for Position of Faculty Senate Chair-Elect

Discussion: suggestions from the Senate included reducing the Past Chair term from two years to one year; having a Vice Chair; reducing the term of Chair from two years to one year; fleshing out the job description for the Past Chair; synchronizing the terms of the Chair and Secretary; reducing the term of the Secretary from three years to two years and synchronizing the elections to occur in alternating years with the Chair elections. The Faculty Senate was encouraged to think about these issues and provide feedback to the Rules Committee.

The motion was withdrawn.

5. Old business:

A. Finalize the ballot for the Faculty Senate Chair

The Chair called for nominations from the floor. No more were received, so the slate of Anne Barnhart (Library) and Elizabeth Kramer (Music) was finalized. Dr. Johnson thanked them for running.

6. New business:

A. Nominations for Parliamentarian

Please send nominations for Parliamentarian to Jeff Johnson.

B. Update from the March 1 meeting of the USG Faculty Council (Jeff Johnson)

Dr. Johnson discussed four highlights:

1. We have no idea about the raise pool. The House and the Senate are not favorable to the USG at this time.
2. The one-time transfer from the ORP to TRS retirement systems is dead in the legislature. It will not happen this year.
3. Housing is not a negative balance on our books right now at UWG, but it is an issue at other institutions, according to Chancellor Huckaby. The USG is pushing for private companies to run student housing.
4. Program review: what is looked at by the USG in terms of salvaging a program? Dr. Houston Davis said that programs with less than ten graduates per year will raise questions (at the undergraduate, not the graduate level). Institutions need to be able to justify it, or explain why it is a viable program. Jon Anderson clarified that the numbers are ten at the undergraduate level, five at the master's, and three at the doctoral. These are based on three-year averages, not a single year.

C. Textbook adoption process (Jon Anderson and Mark Reeves)

Mark Reeves delivered a PowerPoint presentation about the textbook adoption process. When faculty get their textbook orders in sooner, it saves students money. Here are some of the points he made:

- The Bookstore is trying to follow us and support us. It isn't the other way around.
- Their Business Plan goes to the BOR. If they earned huge profits, it would be viewed unfavorably. They just have to perpetuate the program. They offer no incentives, bonuses, etc. to employees. They are just trying to make a small profit.
- They focus on customer needs. Their customers are students and faculty.
- They won't persuade faculty what to buy. We tell them what we want.
- They focus on affordability and customer service.
- Three elements are fundamental to their success: 1) attractive pricing; 2) ordering the right quantity; 3) more used books.
- Their booksellers suggest retail prices, but that does not work well for the Bookstore. They are abandoning that, so they put tighter bans on their profits margin.
- **The earlier they know you are teaching a class and want a certain book, the quicker they can buy more used books, which are cheaper** and can be sold to students for less than the cost of new books. They use historical data to help them know how many to purchase so they don't have too many or too few (which drives up costs).
- Their data prove that prices to students dropped by 6.5% last year.
- **They need Summer adoptions by March 28. They need Fall adoptions by April 18. He said, "please help us be early to market buying used books" by adhering to these dates.**

7. Announcements:

A. QEP and the SACS visit (Debra MacComb)

Dr. MacComb stated that the SACS team will be visiting in two weeks. **Please read the QEP facts and ask your students to familiarize themselves with it.**

8. Adjournment

The meeting adjourned at 4:44 p.m.

Respectfully submitted,

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