

University of West Georgia
Faculty Senate Meeting
Minutes
September 9, 2016
Approved October 14, 2016

1. Call to order

Dr. Farmer called the meeting to order at 3:07 p.m. in TLC 1-203.

2. Roll call

Present:

Blair, Bohannon, Boldt, Breckling (substituting for Neely), Butler, Connell, DeFoor, Elman, Farran, Fujita, Gerhardt, Henderson, Hoang, Johnson, Mahmoud, Mbaye, McCord, McCullers, McGuire, McKendry-Smith, Miller, Mindrila, Ogletree, Pencoee, Remshagen, Roberts, Robinson, Schroer, Seay, Self, Smallwood, Stanfield, Sterling, Stuart, Tefend, Trotman Scott, Varga, Webb, Welch, Williams, Willox, Yates, Zamostny, Zot

Absent:

Hipchen, Lee, Lopez, McGuire, Rutledge, Schoon, Velez-Castrillon

3. Minutes

A) Approval of minutes from April 22, 2016 occurred via email.

B) Correct the March 25, 2016 minutes from UPC: PHIL 3230 Islamic Thought should be changed to PHIL 3520 Islamic Thought, since 3230 is an unavailable course number.

Note: PHIL 3520 was corrected to PHIL 3250 prior to voting.

C) Correct the March 25, 2016 minutes from GPC: POLS 6210 Disaster Management should be changed to POLS 6211 Disaster Management, as the former prefix and number are in use in a course called Politics of Government Change.

D) Add an information item to the January 29, 2016 minutes from GPC: the admissions procedure for the Certificate in Non-Profit Management and Community Development was changed from 3 to 2 letters of recommendation.

E) Correct the December 2, 2015 minutes from UPC: CISM 3335 was submitted as a “Modify” item but was to be an “Add” item.

All corrections and the addition of the information item were taken as a block and approved unanimously. Previous minutes are to be amended to reflect these changes.

4. Committee reports

Committee I: Undergraduate Programs Committee (Cale Self, Chair)

Action Items (see Addenda I):

A) Richards College of Business

1) Department of Management

a) Bachelor of Business Administration with a Major in Management

Request: Modify

b) Bachelor of Business Administration with a Major in Management Information Systems

Request: Modify

Items were voted upon together and approved unanimously via voice vote.

B) College of Social Sciences

1) Department of Criminology

a) Bachelor of Science with a Major in Criminology

Request: Modify

Item approved unanimously via voice vote.

2) Department of Political Science

a) POLS 2101 Introduction to Political Science

Request: Add

Item approved unanimously via voice vote.

- b) POLS 4606 Politics of Asia

Request: Add

Item approved unanimously via voice vote.

Committee II: Graduate Programs Committee (Matt Varga, Chair)

Action Items (see Addenda II):

- A) College of Education

- 1) Department of Communication Sciences and Professional Counseling

- a) CEPD 6177 Theory and Assessment of Educational Environments.

Request: Add

Item approved unanimously via voice vote.

- b) Master of Professional Counseling in College Student Affairs

Request: Modify

Item approved unanimously via voice vote.

- B) College of Science and Mathematics

- 1) Department of Biology

- a) BIOL 5735 Parasitology

Request: Add

Item approved unanimously via voice vote.

- 2) Department of Mathematics

- a) MATH 6523 Scientific Computing

Request: Add

Item approved unanimously via voice vote.

Information Items:

- A) College of Arts and Humanities

1) Department of History

a) Master of Arts with a Major in History

Request: Modify

B) Assistantship Document from the Graduate School was approved electronically on July 29th.

Committee IV: Academic Policies Committee (Emily McKendry-Smith, Chair)

Action Item:

A) Proposal to require the MOWR Minor Acknowledgement form of all MOWR students

On April 22nd, 2016, the Faculty Senate approved the ad hoc committee of APC's proposal for admitting 10th grade students to UWG's MOWR program. As part of their admission, the student and his/her parent(s) or legal guardian(s) would complete a Minor Acknowledgement Form. The APC proposes that the following form be required of all MOWR students, not just 10th graders:

I, the undersigned below, in consideration of my child's or ward's participation in The University of West Georgia's Dual Enrollment Program ("Program"), including, but not limited to any related activities such as training, preparation, and travel, wherever the travel, training, and preparation may occur, acknowledge that I am aware that my child is below the average age of a University student. I understand that my child intends to register in the Program, which has classes that may feature mature subject matter not designed specifically for students under age 18; and that The University of West Georgia accepts no responsibility or liability for any extraordinary supervision of students enrolled in the program.

I agree that while my child or ward participates in the Program, she/he shall be bound by the rules, regulations, policies and procedures expressed in Undergraduate Academic Policies as are other students enrolled in the undergraduate curriculum. Specifically, she/he will be held accountable for the deadlines and final exam schedule posted by the Registrar's office. Further, final grades will be reported only as letter grades as they are for all other undergraduates; no numerical equivalent will be assigned for the purposes of ranking student achievement.

In consideration of my child's or ward's participation in the Program and on my child's or ward's behalf, and on behalf of my child's or ward's heirs, executors, administrators and next of kin, I hereby release, covenant not to sue, and forever discharge the Released Parties (as defined below) of and from all liabilities, claims, actions, damages, costs and expenses of any nature arising out of, related to, or in any way connected with my child's or ward's participation in the Program, and further agree to indemnify and hold each of the Released Parties harmless from and against any and all such liabilities, claims, actions, damages, costs and expenses including by way of example, but not limited to, all attorneys' fees, costs of court, and the costs and expenses of other professionals and disbursements up through and including any appeal. I, for myself and my child and/or ward, understand that this Release and indemnity includes any claims based on the negligence, action or inaction of any of the Released Parties and covers bodily injury (including, without limitation, death), property damage, and loss by theft or otherwise, whether suffered by my child or ward either before, during or after such participation. I declare that my child or ward is physically and emotionally fit and has the maturity level required to participate in the Program. I further authorize medical treatment for me and/or my child or ward, at my cost, if the need arises. For the purposes hereof, the "Released Parties" are: The University of West Georgia, the Board of Regents of the University System of Georgia, and the officers, directors, employees, agents, representatives, successors, assigns and volunteers of each of the foregoing entities. I also agree that during the time my child or ward is involved with the Program, he/she is bound by all rules, regulations, policies, procedures and guidelines governing their conduct as set forth by The University of West Georgia's Student Code of Conduct and all applicable program requirements.

Dr. McKendry-Smith pointed out that the minor acknowledgement form, approved previously for 10th graders, applies to all MOWR students and proposed that the document be required for 10th, 11th, and 12th graders in the program. Dr. McCord asked if the document was legally binding, as her work with adolescents in public school systems involved the "in loco parentis" classification that made school

officials responsible for adolescents in their charge. Dr. Gantner noted that this classification would not apply to MOWR students.

Item approved unanimously via voice vote.

Committee XIII: Rules Committee (Susan Welch, Chair)

Action Items (see Addenda III):

A) UWG Faculty Handbook Modification of Section 203

1) UWG Faculty Handbook

a) Section 203, Class Roster

Request: Modify

Item approved unanimously via voice vote.

B) UWG Faculty Handbook Modification of Section 205

1) UWG Faculty Handbook

a) Section 205, Reporting Grades

Request: Modify

Dr. Welch shared the modifications made to Section 205: "How To" hyperlinks were added; language was adjusted; the language related to the Incomplete form was removed. Associate Dean Kramer asked about the form, pointing out its importance for deans as they work with students. She asked about how others are using the form and if it is effective for recordkeeping and administrative tracking, when necessary. Dr. Welch withdrew this item so that the committee can further consider the question of language related to Incompletes.

Information Item:

- A) Updated web links provided on previously approved Class Rolls Procedure 2.7.5 and Reporting Grades Procedure 2.7.7 due to upgrade of university websites.

5. Old business

Dr. McCord asked about whether or not there was a required format for syllabi, as several have come to GPC lacking essential information. After discussion, it was recommended that the committee send back any proposed syllabus that is lacking.

6. New business

Dr. Marrero announced that UWG has submitted its monitoring report in regards to academic program assessment (3.3.1) in accordance with SACSCOC requests. Though the monitoring report focused on program assessment, presenting accurate and clear course information specific to student learning outcomes should be reviewed as programs propose courses and present syllabi to students.

7. Announcements

There is one week left to vote on the fight song lyrics.

8. Adjournment

Dr. Farmer adjourned the meeting at 3:40 p.m.

Respectfully submitted,
Dr. Angela Insenga
Associate Professor of English
Executive Secretary of the Faculty Senate and General Faculty