

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

**March 27, 2015
Approved April 24, 2015**

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

Nancy Penco (substituting for Banford), Blair, Boldt, Butler, Yvonne Fuentes (substituting for Connell), DeFoor, Neal Chesnut (substituting for DeSilva), Elman, Erben, Farmer, Farran, Faucette, Gerhardt, Griffith, L. Haynes, Insenga, C. Johnson, Keim, Lopez, Mbaye, McCord, McKendry-Smith, L. Miller, Mindrila, Neely, Remshagen, J. Roberts, L. Robinson, C. Schroer, Seay, Stanfield, Steere, Velez-Castrillon, Webb, Welch, Williams, Willox, Mike Johnson (substituting for Woodward), Xu, Gail Reid (substituting for Yates)

Absent

Basu-Dutt, DeFoor, Geisler, McCullers, McGuire, Ogletree, Skott-Myhre, Tekippe

3. Modification of agenda: a motion was made and seconded to add a Committee III item.

Item approved unanimously by voice vote.

4. Minutes: a motion was made and seconded to approve the minutes of February 27, 2015.

Item approved unanimously by voice vote.

5. Committee reports

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

Action Items:

A) College of Science and Mathematics

1) Department of Physics

a) Program: Bachelor of Science with a Major in Physics

Request: Modify

Item approved unanimously by voice vote.

B) College of Social Sciences

1) Department of Criminology

a) Course: CRIM 3411 Criminal Investigations

Request: Add

- b) Course: CRIM 4001 Survey Research Methods
Request: Add

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

- C) Department of Anthropology
 - 1) Program: Bachelor of Science with a Major in Anthropology
Request: Modify

Item approved unanimously by voice vote.

Information Items:

- A) The Undergraduate Programs Committee is pleased to announce that Angela Insenga will serve as committee chair in 2015-16.
- B) Bachelor of Arts
The UPC requests brief discussion of the following questions regarding the Bachelor of Arts degree:
 - 1) What does the BA mean at the University of West Georgia?
 - 2) Do the requirements for the BA across programs/colleges need to be universal?
 - 3) In the event changes are made to BA requirements, what should the process be for making those changes?

Faculty Senate Chair Elizabeth Kramer allotted ten minutes for discussion of information item B. Some highlights:

- 1) Dr. Gerhardt opened discussion by asking why the B.A. is different than the B.S., and added that the B.S. fits the discipline. It was remarked that the B.A. is an inherently humanistic degree that requires foreign language. Dr. Elman noted that one can complete the degree without taking a core course (A-E) in the arts. Dr. Williams' main concern was considering what is the definition of the B.A. in peer institutions. Since our peer institutions generally require four semesters (or two years) of foreign language for the B.A., this is key in considering how to ensure that our B.A. degree remains reputable. Dr. Insenga spoke about foreign language requirements focusing on the sorts of learning opportunities the classes present to students, from the foundational--language--to the cultural--understanding the parts of the world in which that language is spoken. The methods by which we learn language enhance our critical thinking and problem-solving skills, both required by the QEP, as well.
- 2) Dr. Faucette noted that the core curriculum is the difference between a B.A. and a B.S. It was suggested that programs which do not want four semesters of foreign language could switch to a B.S. degree. Dr. Mbaye mentioned the possibility of having both B.A. and B.S. degrees, as is the case in Political Science.
- 3) Provost Crafton talked about the process for changes across campus, noting that it was the responsibility of Faculty Senate to make recommendations. It was noted that UWG offers only Western foreign languages; does that make sense to require for someone studying Asian art? More non-Western options are needed. Dr. Mbaye commented on local control of area F. Dr. Gerhardt noted that Area F is more focused on humanities without a foreign language requirement. It was pointed out that all the language requirements are not in Area F.

Dr. Kramer asked the faculty to send additional comments to Julia Farmer and Angela Insenga.

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

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

A) School of Nursing

Note: as all the program modifications concern the two course proposals, the course proposals were discussed first, then the program proposals were considered.

- 1) Program Proposals:
 - a) Master of Science in Nursing, Health System Leadership, Clinical Nurse Leader
Request: Modify
 - b) Master of Science in Nursing, Health Systems Leadership, Leader/Manager Role
Request: Modify
 - c) Master of Science in Nursing, Nurse Educator Role
Request: Modify
 - d) Post-Master Certificate, Nursing Education
Request: Modify
 - e) Post-Master Certificate, Clinical Nurse Leader Role
Request: Modify
 - f) Post-Master Certificate Health System Leadership, Leader/Manager Role
Request: Modify
 - g) RN-MSN Nurse Educator Track
Request: Modify
 - h) RN-MSN Nurse Health System Leadership Track - Leader/Manager Option
Request: Modify
 - i) RN-MSN Nurse Health System Leadership Track - Clinical Nurse Leader Option
Request: Modify

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

- 2) Course Proposals:
 - a) NURS 6102 Role of Caring Healthcare Prof.
Request: Modify

Item approved unanimously by voice vote.

- b) NURS 6900 Scholarly Writing
Request: Add

Item approved unanimously by voice vote.

B) College of Education

Note: as all the course modifications concern the program proposals, the program proposals were discussed first, then the course proposals were considered.

1) Course Proposals:

a) Leadership and Instruction

- i) EDLE 8306 Residency Course: Instructional Leadership for Improving Schools
Request: Add
- ii) EDLE 8304 Residency Course: Leadership for Organizational Change
Request: Add

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

- iii) SEED 6261 Instructional Strategies for English Education in Secondary Schools
Request: Add
- iv) SEED 6111 Introduction to the Secondary School Field Experience
Request: Add
- v) SEED 6260 Instructional Strategies in Secondary Schools Laboratory
Request: Add
- vi) SEED 6262 Instructional Strategies for Social Studies Education in Secondary Schools
Request: Add
- vii) SEED 6263 Instructional Strategies for Science Education in Secondary Schools
Request: Add
- viii) SEED 7291 Classroom Instruction and Management
Request: Modify

In response to a question, it was confirmed that this item is a modification, not an addition, because it involves reducing an existing course from three to two credit hours.

- ix) SEED 6264 Instructional Strategies for Mathematics Education in Secondary Schools
Request: Add

These seven items (iii-ix) were taken together and approved unanimously by voice vote.

2) Program Proposals:

a) Dean's Office COE

- i) Master of Art in Teaching (MATC)
Request: Terminate

- ii) Master of Education with a Major in French Language Teacher Education (MED)
Request: Terminate
- iii) Master of Education with a Major in Spanish Language Teacher Education (MED)
Request: Terminate
- iv) Master of Education with a Major in Middle Grades Education
Request: Terminate

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

- b) Leadership and Instruction
 - i) Specialist in Education with a Major in Educational Leadership
Request: Modify
 - ii) Master of Arts in Teaching (MAT)
Request: Modify

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

C) Additional business:

- 1) Electronic Submission of Theses and Dissertations via ProQuest
 - a) Proposed ProQuest Student Introduction, ProQuest Guidelines, and changes to Thesis & Dissertation UWG General Guidelines for Formatting and Processing handbook
Request: Add

Item approved unanimously by voice vote.

Information Items:

- A) Graduate catalog: inclusion of an International admissions section in the graduate catalog.

Committee III: Honors Program Committee (Mark Faucette, Chair)

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

- A) CRIM 2000
Request: Add

It was moved and seconded to withdraw this item, then moved, seconded, and approved to add it as an information item. Dr. Mbaye moved to have the Executive Committee and Rules Committee examine the issue of Honors items. That motion was seconded and approved.

Information Item:

Mark Faucette will continue chairing the committee for 2015-16.

Committee V: Faculty Development Committee (Michael Keim, Chair)

Action Items:

A) Promotion and tenure time limits: letter of recommendation to the provost.

This letter to the provost was approved after a friendly amendment. The entire letter, with the amendment in red, follows:

February 23, 2015

J. Micheal Crafton, Ph.D.
Provost and Vice President for Academic Affairs
University of West Georgia
1601 Maple Street
Carrollton, GA 30118

Provost Crafton:

At the beginning of the academic year, the Faculty Development Committee received a charge to review the time limits for promotion and tenure and present recommendations to the Provost for consideration. According to *Section 103.0301 Time Limits – Promotion* of the Faculty Handbook,

“An Assistant Professor shall normally not be considered for promotion to Associate until after his or her fourth year in rank at the University of West Georgia. A faculty member's receipt of tenure in rank shall not preclude his or her future consideration for promotion.
An Associate Professor shall normally not be considered for promotion to professor until his or her fifth year in rank.”

Additionally, *Section 103.0402 - Time Limitations* (for Tenure) states,

“1. Tenure may be awarded upon recommendation by the President and approval by the Board of Regents upon completion of a probationary period of at least five years of full-time service at the rank of Assistant Professor or higher.

2. The maximum time that may be served at the rank of assistant professor or above without the award of tenure shall be seven years...”

In reviewing the time limitations for promotion and tenure, variations among units in the determination as to when a faculty member should “normally” be permitted to submit a dossier became readily apparent. Some units defined “normal” to be at the end of the fourth year, and submission of the dossier would occur at the beginning of the fifth year in rank, with promotion and tenure possibly to be awarded at the beginning of the sixth year. This was found to be the case for the College of Social Sciences, ~~and~~ Richards College of Business, ~~and~~ Ingram Library.

Other units allowed faculty members to submit dossiers “early” (at the beginning of the fifth year) with the demonstration of an “extraordinary record” of teaching, service, and/or scholarship, but defined “normal” to be at the end of the fifth year in rank, and submission would occur at the beginning of the sixth year, with promotion and tenure possibly to occur at the beginning of the seventh year. The colleges/units that followed

this pattern included the College of Arts and Humanities, the College of Education, the College of Science and Math, and the School of Nursing. Unfortunately, this places some faculty in an “all-or-none” situation in which they must prove their contributions worthy of the award of promotion and tenure in their final year of eligibility or seek other employment.

In order to make the promotion and tenure process more equitable to faculty members, regardless of the college or unit in which they are employed, it is our recommendation that the university support all eligible faculty members to seek promotion and tenure by submitting a dossier at the beginning of the fifth year in rank. If, after consultation with the appropriate chair or supervisor, the individual faculty member decides that it is in his or her own best interest to forgo submission for an additional year, this would remain the prerogative of the faculty member. The intention of the university should be to retain and promote qualified faculty and provide a more equitable evaluation process across the university community that would support that initiative.

Thank you for your time and consideration of these recommendations.

Michael A. Keim, Chair
Faculty Development Committee

Faculty Development Committee Members

David Boldt
Joan Carlisle
Lisa Connell
Ajith DeSilva
Myrna Gantner
Joe Hendricks
Louis Howe
Mary Kassis
Barbara Kawulich
Charlie Sicignano
Daniel Williams

Committee V: Faculty Development Committee (Michael Keim, Chair)
Action Items (continued):

- B) Grievance policies and procedures:
 - 1) Current policy, Section 107
 - 2) Proposed changes
 - 3) “Clean” copy

After discussion, the item was withdrawn by the committee chair for further revisions. Faculty: please send Dr. Keim any other observations, so your suggestions may be considered by the committee prior to its next presentation at Faculty Senate.

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

Information Item:

- A) Heather Mbaye has been elected to serve as the Chair of the Strategic Planning Committee for 2015-16.

Committee VII: Student Affairs Committee (Sharmistha Basu-Dutt, Chair)

Information Item:

- A) Judy Butler will be Chair of the Student Affairs Committee for 2015-16.

Committee XIII: Rules Committee (Patrick Erben, Chair)

Action Item:

- A) Changes to the Shared Governance document

In the discussion it was noted that there may be SACS requirements for Shared Governance and credit hours. The item was withdrawn by the committee chair to investigate that and possibly make revisions.

6. Old business

7. New business

- A) Jennifer Schuessler (Nursing) and Micheal Crafton (Provost) will present on the topic of Non-Tenure Track (Clinical) Faculty with Rank, which has been reinstated at UWG. It was approved by the Faculty Senate on March 16, 2007, was successfully implemented by the School of Nursing, then discontinued in 2013.

Some highlights of the discussion: Dr. Crafton spoke first, then Dr. Schuessler. The provost commented that he does not see a conflict/problem with this (reinstating the clinical assistant professor rank); it is common practice and not in conflict with the BOR. Dean Schuessler noted that the reassignment to lecturer was viewed as demoralizing; the teaching and contact hours in nursing were not adequately represented with this rank. Dr. Crafton said that he would like to see clinical faculty definitions incorporated in the Faculty Handbook. The year-by-year appointment without tenure with a promotional grid criteria is in the March 16, 2007 agenda of the Faculty Senate.

- B) Nominees for Chair-Elect of Faculty Senate

It was moved and seconded that Julia Farmer be nominated, then it was moved and approved to close nominations.

8. Announcements

- A) Report on USG-Faculty Council meeting on Sat., March 21 (Elizabeth Kramer)

As meeting end time was drawing near, Dr. Kramer lightly touched on several resolutions that the USG Faculty Council is considering regarding the support of faculty compensation, shared governance, and professional development. The language being considered includes foundational language. The USG FC is also talking about how to facilitate better communication—sharing at the institutional level. They

are also concerned with how to give retirees a sustainable and affordable way to get health care. Faculty: Dr. Kramer will talk more in depth with any of you; just ask her. Also, please see the USG FC website at www.usg.edu/faculty_council.

9. Adjournment

The meeting adjourned at 4:50 p.m.

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