

# Faculty Senate

## Meeting Minutes

April 17, 2020

Approved April 21, 2020

### 1. Call to Order

*Chair Butler called the meeting to order at 1:01 p.m.*

### 2. Roll Call

*Present:*

*Barbour, Bertau, Besnosov, Boumenir, Branyon, Cheng, Chwialkowska, Dutt, Elman, Faucette, Fuentes, Gault, Geyer, Gordon, Green, Hodges, Hong, Ivory, Kellison, Kimbrel, Koczkas, Lanier, McKendry-Smith, MacKinnon, McLean, Moon, Morris, Neely, Nickell, Ogletree, Pashia, Pazzani, Pencoe, Pidhainy, Reber, Rees, Remshagen, Richter, Scullin, Self, Sterling, Taylor (sub. Volkert), Towhidi, Tweraser, Wadlington, and Wang.*

*Absent:*

*Dahms, Gezon, Hansen, Khodkar, and Miller*

### 3. Minutes

A) The April 3, 2020 meeting minutes were approved electronically on April 6, 2020.

### 4. Committee Reports

**Committee I: Undergraduate Programs Committee (Nick Sterling, Chair)**

#### **Action Items:**

A) College of Science and Mathematics

1) Department of Geosciences

a) [Stream Restoration Stand-Alone Certificate](#)

Request: Add

*Item approved unanimously.*

B) College of Social Sciences

1) Department of Psychology

- a) [PSYC 4085A - Horizon Seminar 1](#)

Request: Add

- b) [PSYC 4085B - Horizon Seminar 2](#)

Request: Add

- c) [PSYC 4085C - Horizon Seminar 3](#)

Request: Add

- d) [PSYC 4085D - Horizon Seminar 4](#)

Request: Add

- e) [PSYC 4085E - Horizon Seminar 5](#)

Request: Add

- f) [PSYC 4085F - Horizon Seminar 6](#)

Request: Add

- g) [PSYC 4085G - Horizon Seminar 7](#)

Request: Add

*Items a-g were taken as a block and approved unanimously.*

2) Department of Sociology

- a) [Social and Behavioral Health, B.S.](#)

Request: Modify

*Item was tabled at the request of the originator.*

**Information Item:**

A) College of Education

- 1) The Department of Communication Sciences and Professional Counseling will change its name to the “Department of Counseling, Higher Education, and Speech Language Pathology” effective Summer 2020.

**Committee II: Graduate Programs Committee (Ben Geyer, Chair)**

**Action Items:**

A) College of Education

- 1) Department of Sport Management, Wellness, and Physical Education

- a) [Physical Education, M.Ed.](#)

Request: Modify

*Item approved unanimously.*

B) College of Science and Mathematics

1) Department of Biology

a) [BIOL 5425 - Fire Ecology](#)

Request: Add

b) [BIOL 5427 - Conservation Biology](#)

Request: Add

*Items a and b were taken as a block and approved unanimously.*

2) Department of Mathematics

a) [MATH 6984 - Computational Mathematics Capstone](#)

Request: Add

b) [MATH 6985 - Discrete Mathematics Capstone](#)

Request: Add

c) [MATH 6987 - Statistics Certificate Capstone](#)

Request: Add

*Items a-c were taken as a block and approved unanimously.*

**Information Item:**

A) College of Education

- 1) The Department of Communication Sciences and Professional Counseling will change its name to the “Department of Counseling, Higher Education, and Speech Language Pathology” effective Summer 2020.

**Committee III: Academic Policies Committee (Agnieszka Chwialkowska, Chair)**

**Action Items:**

A) UWG Academic Catalogs

1) Undergraduate Catalog - Undergraduate Academic Policies

a) Transient Student Status (**Figure 1**)

Request: Modify

*Item approved unanimously.*

2) Undergraduate Catalog – Undergraduate Academic Policies (**Figure 2**)

a) Glossary  
Request: Add

b) Glossary  
Request: Modify

*Items a and b were taken as a block and approved unanimously.*

3) Undergraduate Catalog – Undergraduate Academic Policies

a) Transfer Credit Evaluation Policy (**Figure 3**)

Request: Add

*Item approved unanimously.*

4) Undergraduate Catalog – Undergraduate Academic Policies

a) Repeating a Course to Replace a Grade (**Figure 4**)

Request: Modify

*Item approved unanimously.*

6) Undergraduate Catalog – Undergraduate Academic Policies

a) Graduation with Honors (**Figure 5**)

Request: Modify

*Item approved unanimously.*

**Information Item:**

A) UWG Faculty Handbook 207.04

1) 207.04.C. — Hearing Protocol for Grade Appeals (**Figure 6**)

*These modifications do not change the policy in place. Instead, policy wording now indicates that Grade Appeals is a subcommittee of the Faculty Senate Academic Policies Standing Committee and that the hearing protocol for grade appeals can be found on that committee's [website](#).*

**Committee IV: Faculty Development Committee (Basu Dutt, Chair)**

**Information Item:**

A) Faculty Research Grants, Mark Faucette

*Dr. Faucette indicated that the FDC has completed their review of the faculty research grants received, and forwarded their recommendations on to the next level. Dr. Denise Overfield added that all recommended applications received funding and that they were able to fund an additional four grants.*

## **Committee V: Institutional Planning Committee (Felix Tweraser, Chair)**

### **Information Item:**

- A) Cale Self will serve as Chair of the Institutional Planning Committee for the 2020-2021 Academic Year.

## **Committee VI: Intercollegiate Athletics and University Advancement Committee (Scott Gordon, Chair)**

### **Action Items:**

- A) A Resolution for Athletics Inclusion ([Figure 7](#))

*Item approved unanimously.*

### 5. Old Business

- *Rod McRae spoke briefly about the SEI process outlined in the April 9th email sent to All-Faculty Email Listserv. When asked if students will know how to complete the evaluations, he responded that students will be prompted by the system after clicking the link.*

### 6. New Business

- *Dr. Vasconcellos will send out an email from Dr. David Jenks explaining the optional tenure timeline as necessitated by our current situation and transition to online instruction and operation. The USG has indicated that decisions related to P&T be left up to university presidents. President Kelly and Dr. Jenks support and recommend, in conjunction with the USG, that spring 2020 SEIs be seen as “informative and not evaluative” for the purposes of any review, especially for faculty who were asked to transfer all face-to-face courses online in a brief period—with some teaching online for the first time.*
- *The Faculty Senate Executive Committee and Faculty Senate, in conjunction with other campus stakeholders like UWG’s chapter of the AAUP, will work to draft, vet, and widely share the optional extension policy by May 31st. This draft will include language ensuring that faculty have the option to classify their spring 2020 SEIs as “informative and not evaluative” for the purposes of an upcoming review.*
- *Dr. Elman announced that Dr. Laurie Kimbrel will serve as Chair of the Faculty Senate Budget Standing Committee for the 2020-2021 Academic Year.*

### 7. Announcements

## A) Senate Liaison Reports

- *Dr. David Nickell, in his capacity as liaison to the UWG Enrollment Committee, provided a brief update on that committee's work to improve the retention of students from acceptance to graduation. Two areas of focus are on students who are accepted to the university but not yet enrolled and students who transfer to another institution. He stated that there is no information yet on the enrollment numbers for the 2020-2021 Academic Year, but indicated that there are meetings scheduled to discuss this in the coming weeks. Dr. Butler added that there has also been a great deal of focus on first generation college students and adult learners.*
- *Dr. John Morris, in his capacity as liaison to the University Assessment Committee, stated that the 2019 NSSE Qualitative report has been compiled and is under review. UWG's SACSCOC Fifth Year Interim Report is underway and has been to date completed on time. Faculty should have received an email questionnaire for FSSE as of late March. UWG is participating as part of USG Consortia so our questionnaire will include USG Customized Consortium Questions. UWG was also awarded \$1000 to support initiatives aimed at increasing response rates. Migration for SACSCOC reporting has been underway to use a new system Xitracs. This new platform will include "Planning" and "Assessment" components for all annual assessment reporting, including academic program, administrative unit, and general education reports, in addition to the "Faculty Credentialing" component to produce the SASCOC Faculty Roster Report. Training and full implementation will occur over the next couple of years, beginning as early as Fall Semester 2020.*
- *Dr. Morris and Dr. Angela Insenga reported that the [General Education Assessment Website](#) has been launched and UWG's General Education Assessment Committee (GEAC) has been collecting and assessing data from Core Area's A1 and A2 from the fall. Dr. Insenga noted that spring faculty have received emails regarding the collection and assessment of data from the remaining core areas, and a longer update will be provided in the fall.*

## 8. Adjournment

*The meeting adjourned at 1:58 p.m.*

Respectfully submitted by Colleen Vasconcellos, Executive Secretary, Faculty Senate

## FIGURE 1

UWG Academic Catalogs  
Undergraduate Catalog - Undergraduate Academic Policies  
Transient Student Status

### APPROVED FINAL VERSION

#### **Transient Student Status**

Students wishing to complete classes at another college or university to count toward their degree at the University of West Georgia (UWG) must maintain good academic standing at UWG and hold active student status at UWG for the transient term. Prior to taking the course(s), students must complete a Transient Status Permission Form, which includes the signatures of their advisor, the chair of the department in which the credit shall be granted, and the dean/designee of their major college. If the transient status involves study abroad, students must also obtain the signature of the Director of Education Abroad. International students must also obtain the signature of the Director of International Services and Programs. It is each student's responsibility to consult the Undergraduate Transfer Student Policy, Transfer Course Equivalency Tool on the Registrar's website, or contact the Registrar's Office to determine if the course will be accepted as transfer credit at UWG. If a student repeats an institutional course as a transient student and receives a higher grade in the transient course, the previous grade will be excluded from the institutional (UWG) GPA. The highest grade received will be the grade to count in the institutional or transfer GPA. Transient status is given for one semester at a time, and students must have the host institution send an official transcript of the completed coursework to the Registrar's Office at UWG to receive credit for the coursework. For final semester transient status restrictions, see Graduation Policies in the Undergraduate Catalog.

## **FIGURE 2**

UWG Academic Catalogs  
Undergraduate Catalog - Undergraduate Academic Policies  
Glossary

### **Item A: The Addition of a New Glossary Term to the Current Glossary**

#### **APPROVED NEW GLOSSARY ADDITION**

##### **Transferable Course**

A course that has a direct UWG course equivalent or elective as determined by the department, and has a grade of “D” or higher, with the exception of ENGL 1101 and 1102, which require a grade of “C” or higher.

### **Item B: The Modification of an Existing Term in the Current Glossary**

#### **APPROVED FINAL VERSION**

**Transfer GPA** - The calculation of all successfully completed transfer courses determined to be transferable from all previously attended post-secondary institutions.

### FIGURE 3

UWG Academic Catalogs  
Undergraduate Catalog – Undergraduate Academic Policies  
Transfer Credit Evaluation Policy

#### **APPROVED NEW POLICY ADDITION**

##### **Transfer Credit Evaluation Policy**

Transfer credit is generally accepted from regionally post-secondary accredited institutions, so long as similar credit is offered at the University of West Georgia. Credit earned at a non-regionally accredited institution may be reviewed on a case-by-case basis. The following stipulations on the evaluation of transfer credit will be upheld:

1. Academic credit allowed for work done at another institution within a given period of time may not exceed the normal amount of credit that could have been earned at this University during that time. Students are required to complete a minimum of 33 academic credit hours at UWG to satisfy academic residence, dependent upon degree requirements.
2. According to Board of Regents policy, if a student transfers to UWG with an A.A. or A.S. degree from an institution within the University System of Georgia, the student will receive full credit for having completed Core Areas A - E. If the major differs between the A.A. or A.S. degree program and the major the student decides to pursue at UWG, there may be additional courses required at the 1000 or 2000 level that are specific to that degree major and/or are prerequisite for higher level courses that the student would have to take (example: Some majors require the student to have had Precalculus or Calculus I to enroll in some higher level courses in the program of study. If the student had College Algebra as a part of his/her A.A. or A.S. program, he/she would still receive credit for having completed the Math section of Area A of the Core, but he/she would still be required to take Precalculus or Calculus I to complete the requirements of the major.). The Core credit policy does not apply to career degrees (A.A.S. and A.S.); in those cases, each course is evaluated individually and credit is given in areas where comparable courses are offered at West Georgia, including some courses that may be counted as Core or electives.
3. Dual/Joint Enrollment Credit: College credit earned at an accredited institution prior to high school graduation will be considered as transfer credit if the student was enrolled as a joint enrollment/early admission student.
4. The Board of Regents and the Technical College System of Georgia have established the Complete College Georgia Articulation Agreement between USG institutions for the transferring of General Education Courses. UWG has created a more expansive agreement with West Georgia Technical College (see Transfer Equivalency Tool to view transferable courses).

5. A student that previously attended a non-regionally accredited institution will need to provide a course syllabus for the UWG department chair of the respective transferring course to review for possible UWG credit. The faculty credentials who taught the transferring course may be requested. There is no appeal beyond the department chair decision on UWG equivalents. Contact the Office of the Registrar for additional information.
6. Provided all other stipulations regarding transfer credits are met, UWG will grant transfer credit for all transferable courses with a grade of “D” or higher, except for ENGL 1101 and ENGL 1102, which require a minimum grade of “C”. Not all transferable courses may be eligible to count in the degree program per program regulations (see specific degree program for more information).
  - a. Examples of courses that are not transferable: practicums, fieldwork, workshops, internships, capstones, directed studies, upper-level seminars, career courses (i.e., cosmetology), developmental courses, and education extension and correspondence.
  - b. Transfer course equivalencies may be viewed at <http://westga.edu/transfer>. Courses listed reflect results from previously reviewed transcripts and is not a formal evaluation of credits. An official transcript must be sent from each institution that a student has attended for transfer credits to be evaluated.
7. For transfer and Readmitted students admitted Fall 2020 or later who have repeated a transferable course at a previous post-secondary institution(s), only the highest grade will be transferred and calculated into the Transfer GPA. For transfer courses that are repeated at UWG, and a higher grade is achieved, the repeated transfer course will be excluded from the Transfer GPA.
  - a. UWG students who are approved to convert to transient status, please refer to the Transient Student Status policy in this catalog for additional information.
8. A student who previously attended a regionally accredited institution of higher education and transfers to UWG may be eligible for Academic Renewal for coursework taken three or more years prior to the term of enrollment at UWG. Students have two options to apply for Academic Renewal:
  - a. Contact Undergraduate Admissions during the admissions process.
  - b. Contact the Enrollment Services Center before the end of their third semester of enrollment or by the end of one calendar year from enrollment or re-enrollment, whichever comes first.
9. Students who experience problems with the transfer of credit should contact the Office of the Registrar to determine the nature of the problem. If the problem is not resolved, students should contact the University Chief Transfer Officer in the Office of the Provost to seek resolution to the problems.

10. The University System of Georgia Board of Regents authorizes the Office of the Provost and Vice President for Academic Affairs to make decisions about exceptions on a case-by-case basis when questions arise about course substitutions in the Core Curriculum.

## FIGURE 4

UWG Academic Catalogs  
Undergraduate Catalog – Undergraduate Academic Policies

Repeating a Course to Replace a Grade

### APPROVED FINAL VERSION

A student may repeat a course taken at West Georgia in order to replace an earlier grade earned in a course taken Fall 1996 or later. Beginning Fall 2020, the academic standing and institutional GPA will be based on the highest grade earned. If a student repeats a course and earns a lower grade, the highest grade from a previous attempt will be used in calculating the academic standing and institutional GPA.

- In the case of courses with variable course titles, the repeated course must have the exact same title as the original course.
- Students may repeat XIDS 2001, 2002, and 2100 and use the grade replacement rules regardless of the titles of the courses taken. (Effective Summer 2001)
- All course attempts will remain on the official transcript. The highest grade earned will be designated by an “I” (include in GPA); all other attempts will be designated by an “E” (exclude from GPA).
- This policy applies only to undergraduate students repeating coursework prior to graduation. If a student has graduated with a bachelor’s degree from West Georgia, coursework repeated after graduation will not replace coursework taken prior to graduation. Students who are repeating courses that were previously transferred or who plan to repeat a course as a transient student should review the transfer repeat policy in this catalog.

## **FIGURE 5**

UWG Academic Catalogs  
Undergraduate Catalog – Undergraduate Academic Policies

Graduation with Honors

### **APPROVED FINAL VERSION**

The University of West Georgia awards baccalaureate degrees with honors to those undergraduates who have earned a minimum of a 3.50 grade point average at UWG (institutional GPA). Those candidates who have transferred from other institutions will qualify for honors if they have earned a minimum of a 3.50 institutional GPA and a combined 3.50 GPA for institutional and transferred courses (overall GPA). Course repeats are calculated into the institutional & overall GPAs as stated in the Repeat Policy.

Baccalaureate degrees are awarded with honors based on the following grade point average range for all courses attempted:

- 3.50 - 3.79 GPA - honors (cum laude)
- 3.80 - 3.89 GPA - high honors (magna cum laude)
- 3.90 - 4.00 GPA - highest honors (summa cum laude)

Because grades are not official until after the commencement ceremony, the initial honors designation is based on the student's honors GPA at the end of the semester prior to the graduating semester. Students who have not met the GPA requirements to be designated as an honors recipient at the time of commencement will not be allowed to walk as an honors recipient or to purchase honors cords from the University Bookstore. Official honors designation will be determined after the commencement ceremony when term grades are official and the honors GPA is recalculated. GPAs are truncated to the second decimal place and will not be rounded (example, a 3.49 will not be rounded to a 3.50).

Students who graduate with honors will have their honors status (cum laude, etc.) notated on their official academic transcript and their diploma.

This policy is effective beginning in the fall 2020 semester.

## FIGURE 6

UWG *Faculty Handbook* section 207.04.C. (p.92)  
Hearing Protocol for Grade Appeals

### APPROVED FINAL VERSION

C. Responsibilities of the Grade Appeals Subcommittee of the Academic Policies and Procedures Committee. The Grade Appeals Subcommittee hears both Academic Dishonesty Grade Appeals and Grade Determination Appeals. The chairperson of the committee will be responsible, in conjunction with the Office of the Provost and Vice President for Academic Affairs, for distributing appropriate materials to committee members, for announcing in advance the time and place of each scheduled appeal(s) hearing, and for conveying recommendations of the committee in writing to the Provost (or Provost's designee). The protocol for the Grade Appeals Subcommittee hearing can be found on the Academic Policies and Procedures Committee webpage. (<https://www.westga.edu/administration/vpaa/faculty-senate/assets/docs/HearingProtocolforGradeAppeals>).

## **FIGURE 7**

### A Resolution for Athletics Inclusion

As part of its continuing effort to bring athletics and academics closer together, the Intercollegiate Athletics and University Advancement Committee recommends that the coaches of the UWG athletic teams be invited to the fall General Faculty Meeting. We would argue that the coaches, like faculty, have a role as teachers and mentors to our student-athletes and so it makes sense to include them. We also recommend that, during any potential table-top sessions or future incarnations of them at the fall General Faculty meeting, there be a table for 'Academics and Athletics', hosted by David Haase (Assistant Athletic Director for Student Athlete Development and Academic Support) and Laura Clayton-Eady (Assistant Athletic Director for Compliance) for the purpose discussing issues related to academics and athletics.