Date: February 28, 2003

Call to Order: The meeting was convened in Room 1-301 of the Technology-Enhanced Learning Center. President Beheruz Sethna called the meeting to order at 3:00 pm.

Members Present: Bennett, Best; Binion; Bridges; Bush; Cook; Crenshaw; Halsall; Hulsey; Hunter; Lankford; Larkin; Pearce; Morris, B. (for Peterson); Reigner; Schor; Smith, S; Tyler; Vinson; Yoder; VP.Hynes.

Approval of the Minutes: Dr. McComb (sec. Mr. Lankford) moved approval of the minutes of the meeting of January 24, 2003. The minutes were approved after minor amendments.

Committee Reports:

Committee I: Undergraduate Academic Programs (Bob Pearce, chair)

A. Action Items: New Course/Program Additions, Deletions and Modification

On behalf of the committee Dr. Pearce moved approval of the following items:

1) Art Department
   a) Add ART 1101 – Two-dimensional composition (3 credits)
   b) Add ART 1102 – Three-dimensional composition (3 credits)
   c) Delete ART 1001 – 2-D Composition; Line (1 credit)
   d) Delete ART 1002 – 2-D Composition: Shape (1 credit)
   e) Delete ART 1003 – 2-D Composition: Color (1 credit)
   f) Delete ART 1004 – 3-D Composition: Texture (1 credit)
   g) Delete ART 1005 – 3-D Composition: Space (1 credit)
   h) Delete ART 1006 – 3-D Composition: Form (1 credit)

   [The effect of this change is to combine ART 1001-1003 into ART 1101 (3) and ART 1004-1006 into ART 1102 (3)]

2) English Department
   a) Modify ENGL 4200 – Title, description, number, prerequisites
   b) Modify ENGL 4205 – Title, description, number, prerequisites

   [These modifications are being made to satisfy SACS requirements that 4000 and 5000 level courses be separated. ENGL 5200 and 5205 are to be deleted by the]
committee on graduate studies and ENGL 4200 and 4205 will be renumbered at 3000 level]

3) Political Science/Planning Department
   a) Delete POLS 4201 – Administrative law and procedures
   b) Delete POLS 4203 – Public budgeting
   c) Delete POLS 4205 – Public personnel administration
   d) Delete POLS 4206 – Scope of public policy
   [These changes eliminate the Public Administration track from the BS degree in Political Science. Replacement courses at 6000 level will be submitted to the committee on graduate studies for approval. There are numerous other course offerings available within the major]
   Dr. Sethna commended the department of Political Science for their care in updating their course offerings.

4) Mathematics Department
   a) Modify Program – Remove MATH1113 from Core Area D for non-science majors
   [This change prevents non-science majors who should take MATH1111 in area C of the core from registering in MATH1113 by error]

   All these changes were voted unanimously

B Items for Senate Information: Minor additions, deletions, and modifications

1) Military Science Department
   a) Modify MS 4010 – Title, description, number
   b) Modify MS 4020 – Title, description, number
   c) Delete MS 1010 – Introduction to the Army and marksmanship training
   d) Delete MS 1020 – Basic and advanced first aid
   e) Delete MS 1030 – Basic military skills
   f) Delete MS 2010 – Map reading and mountaineering
   g) Delete MS 2020 – Military and tactical skills
   h) Delete MS 3010 – Fundamentals of leadership & small units
   i) Delete MS 3020 – Small unit patrol and leadership

   [Dr. Pearce read a memorandum from Lieutenant Colonel McElhaney to the effect that the Department of the Army mandates these changes
   Dr. Hynes asked if the memorandum indicated that UWG would stop offering ROTC courses in the near future? There was no explanation.]

Committee II: Academic Policies & Procedures (Cita Cook, chair)

Dr. Cook introduced Debra McComb for the purpose of describing progress on the following draft resolution on academic integrity:
Whereas the University of West Georgia—as an academic community of scholars, teachers and learners—values:

- The original scholarship of its faculty and the individual work of its students;
- An atmosphere of intellectual curiosity, rigor and honesty that fosters genuine dialogue within the community of learners;
- The process of learning—a process which includes both independent effort and the recognition and use of others’ research findings—as well as the products of learning;

And whereas the following practices compromise the integrity of the academic project:

- Cheating: Unauthorized aid or assistance or the giving or receiving of unfair advantage in any academic work;
- Plagiarism: Copying the language, structure, ideas of another and adopting same as one’s own original work;
- Falsification: Statement of any untruth, either spoken or written, regarding any circumstances relative to academic work;
- Attempts: attempting any act that if completed would constitute an academic integrity violation as defined herein;

The members of University of West Georgia academic community resolve to demonstrate their commitment to academic integrity by:

- Specifying, in course syllabi, policies governing the manner in which work is to be conducted;
- Reporting cases in which cheating, plagiarism, falsification and/or attempts have been observed;
- Recording confirmed cases of academic dishonesty in official student records;
- Pursuing further disciplinary action as recommended in the Faculty Approved Policies for Academic Dishonesty and the Honor Council.

Dr. McComb described the draft resolution and explained that the last three items are still under discussion. She clarified a number of semantic questions. The committee seeks guidance and input from any faculty member with experience in this area.

Dr. Sethna thanked the committee and students who have contributed to this draft and asked how this policy would eventually be incorporated into an honor code. How specific will the remedies be? Many honor codes are more prescriptive. Dr. McComb explained that these are the kinds of details that will be addressed under the last three unfinished bullets. Dr. Hynes suggested that the policy include a pledge by students to abide by such a code and a pledge from faculty to enforce it.

Committee III: Faculty & Staff Personnel Committee (Bill Vinson, chair)

A. Motion to Revise Section 101.0103, “Nondiscrimination Policy” of the Faculty Handbook to include sexual orientation.

Present wording indicated by italics, new wording is regular type.

Revise Item 101.0103 Nondiscrimination Policy in the Faculty Handbook to read:

“(see Article V Section 2, Policies and Procedures)

The State University of West Georgia is an equal opportunity educational institution. The State University of West Georgia does not discriminate against any employee or applicant for employment on the basis of race, [color, sex, religion], creed, age, sexual orientation, disability, national origin, or veteran status regarding hiring, tenure, promotion, or annual or periodic performance evaluations”.
Mr. Vinson reintroduced the motion previously returned to the committee during the November 15 meeting of the Senate. The wording has been restructured. Dr. Hulsey asked if this statement impacted veterans’ preference policies. Dr. Hynes replied that the wording: “does not discriminate against …on the basis of ….veteran status etc. ” was chosen deliberately to avoid this kind of problem. The University would, of course, comply with State law concerning veterans’ preference. The motion passed unanimously after the correction of a typographical omission (in parentheses).

**B. Motion: To recommend revisions in the Faculty Handbook and UWG Statutes to accommodate changes in the Board of Regents Policy on the inclusion of the ranks of Lecturer and Senior Lecturer.**

**Changes to the Faculty Handbook for the ranks of Lecturer/Senior Lecturer**

Additions are underlined. Deletions have been struck though.

101.02 Minimum Criteria for Appointment

101.0205 To the Rank of Lecturer
1. Teaching...
2. Service to the Institution...
3. Academic Achievement...
4. Professional Growth and Development...
(Language similar to BOR’s 803.03 needs to be added here or as 101.0109.)

101.0206 To the Rank of Senior Lecturer
1. Teaching...
2. Service to the Institution...
3. Academic Achievement...
4. Professional Growth and Development...
(Language similar to BOR’s 803.0301 needs to be added here or as 101.0110.)

102.02 Non-Tenured Faculty
102.0201C, D The Probationary Period
(Any change to for reappointment of lecturer? Add time limits for lecturer here?)

103 Procedures and Criteria for Promotion and Tenure
(If promotion to senior lecturer will follow this same procedure, it should be noted in 103.01 Foreword.)

103.03 Time Limits and Minimum Criteria for Promotion
103.0301 Time Limits – Promotion
1. A Lecturer may serve in rank six years. Reappointment after six consecutive years of service will be permitted only if the lecturer has demonstrated exceptional teaching ability and extraordinary value to the institution. He or she may be considered for promotion to Senior Lecturer if he or she has met criteria for Senior Lecturer.
(Adjust numbering for subsequent paragraphs.)

1030302 Specific Minimum Criteria for Promotion
A. To Be Promoted to Senior Lecturer...
(Adjust lettering for subsequent paragraphs.)
103.04 Minimum Tenure Criteria
103.0401, 2nd paragraph, 2nd sentence: Faculty members with the rank of lecturer or senior lecturer, or with adjunct appointments shall not acquire tenure.

125 Emeritus Status for Faculty and Administrative Officers
125.01 Eligibility
(This entire section needs to be changed to conform with Board policy (the president of the institution can confer emeritus status.)

The Board of Regents. The State University of West Georgia may confer, at its discretion, the title of “Emeritus” on any retiring professor, associate professor, assistant professor, lecturer, senior lecturer or administrative officer who, at the time of his or her retirement, had 10 years or more of honorable and distinguished service in the University System at West Georgia. The conferring of this title shall be Board action taken upon the recommendation of the President of the institution in which the employee is serving and upon the recommendation of the Chancellor and the Committee on Education. This title may be conferred upon the recommendation of the president of the State University of West Georgia. (Policies, Board of Regents, Section # 803.16 803.15)

Changes to UWG Statutes

Article I, Section 2, C Faculties of the University
(1) The General Faculty shall consist of those persons holding the academic rank of lecturer, senior lecturer, instructor, assistant professor, associate professor, or professor, duly certified librarians, and research and extension personnel (on the basis of comparable training), who are employed on a calendar or academic year basis full-time lecturers, research and extension personnel included in the corps of instruction on the basis of comparable training, duly certified librarians;… (BOR policy 302.02)

(Changes to the Statutes have to be submitted in writing to the President and the Executive Secretary of the Faculty Senate. Changes must be approved by the Faculty Senate, General Faculty, President, Chancellor, and the Board of Regents.)

Changes to UWG Policies and Procedures

Article I, Section 1, C Instructional Components of the University
…The faculty of each college and of each department shall consist of all professors, associate professors, assistant professors, instructors, lecturers, and senior lecturers employed to work in the instructional, administrative, or research activities of that college or department.

(Modifications are by Presidential approval.)

Mr. Vinson explained that the Board of Regents has instituted the new ranks of Lecturer and Senior Lecturer to allow for the promotion of non-tenure track faculty (instructors) who have reached a time limit in rank. There is also a change in the procedure for the award of emeritus status. This no longer requires the action of the Board of Regents but is awarded directly on recommendation of the President.

The motion carried unanimously.
Committee IX: Graduate Studies (Dean Jack Jenkins, chair)

In the absence of Dr. Jenkins, Dr. Hynes introduced the approved minutes of the Committee on Graduate Studies for January 20, 2003. There were no questions.

Announcements

None.

Adjournment:

There being no further business, Dr. Sethna adjourned the meeting at 3.32 p.m.

Timothy M. Chowns
Executive Secretary, Faculty Senate