

**Agenda**  
**Meeting of the College of Social Sciences (COSS) Faculty Council**  
**August 19, 2016, 10:00 a.m.**

**Meeting was called to order at 10:00am.**

**Present at Meeting:**

Anthropology – Corey Maggiano  
Criminology – Vanessa Griffin  
Mass Comm – Patrick Hadley  
Political Science – Anthony Fleming  
Psychology – Jeannette Diaz  
Sociology – Jennifer Beggs Weber

**APPROVAL OF MINUTES**

Minutes kept at: <https://www.westga.edu/academics/coss/faculty-council.php>

*Table approval of past minutes until the council can access the link for the most up-to-date minutes (new website only has up to February 6, 2016).*

**ITEMS of BUSINESS**

1. COSS P&P and Bylaws discussion – please encourage attendance at the September 27 town hall – 2pm in Campus Center Ballroom 108.3 & .4
  - a. Sooho Lee discussed that Greg Dixon worked on incorporating university policy and changes in university policy within the new bylaws.
    - i. No formal approval as of yet.
    - ii. Faculty should have been able access them. There were some issues and council determined to table approval.
      1. Since these were unresolved, there was not sufficient feedback to approve.
      2. Issues that others remember:
        - a. 4-4 teaching load
          - i. language used may be problematic
        - b. Research productivity definition
  - b. Question: *How long do we wait to review bylaws?*
  - c. Town halls
    - i. **September 27 and October 18** , both in Campus Center Ballroom 108.3 & 108 .4 from 2:00 pm to 3:00 pm
2. **Encourage nominations for FC Chair-Elect**
  - a. At this time there is an issue regarding who can serve
  - b. Over half the departmental representatives are not tenured or associate professors.
3. **Faculty presence on campus (see Faculty Handbook wording)**
  - a. How do we assess presence? Jeannette Diaz discussed that last year, there had been discussion/agreement that office hours should be proportional based on teaching (online versus in-class).
  - b. Some issues/questions were discussed:
    - i. Should professors who are never present have their own office?
    - ii. Should office sharing be based on how often faculty are present on-campus?
  - c. Student traffic during office hours?
    - i. A lot of student traffic is not classes, but advising. Few students come by about actual class.

4. **Ideal Course Caps** (for undergrad lower and upper division courses) and mandated minimums (for undergrad and grad courses – from VPAA office - with the understanding that exceptions can be requested on a case-by-case basis)
  - a. Course loads
    - i. 1000-2000: 30-45
    - ii. 3000-4000: 25-30
    - iii. 5000-6000: 10-15
    - iv. Online: 35
    - v. Graduate minimum: 10
    - vi. Undergraduate minimum: 15
  - b. Issue of cross-listed course: if a course with 12 students (5 grad, 9 undergraduates—does it make?)
  - c. How does this affect core classes?
  - d. Adding labs? Anthropology—lab-based courses (physical spaces and time for a one-hour class).
  - e. How do we manage low enrollment courses that are required?
    - i. Could offer them every other year
  - f. Other notes on course caps, overrides, and add/drop schedule
    - i. **ACTION ITEMS:**
      1. Request to rethink the add/drop schedule
      2. Big concern: students' financial state
      3. Policy on overrides
    - ii. **Question/Clarification—Ask Pam to share this information in the chairs' meeting.**
      1. Lab course caps?
      2. Cross listing class caps?
      3. Online students in caps?
      4. Cap authority?
5. **Graduate students teaching – COSS policy discussion**
  - a. Board of Regents has clear requirements regarding the credentials for students without a Master's teaching in the classroom
    - i. Something similar to *18 graduate hours* in the discipline in which you are teaching.
  - b. Our policy is based off what we do at Georgia State
    - i. In Psychology: graduate teaching assistants have a two-semester course on teaching.
      1. The first is a teaching tutorial
      2. The second is concurrent with first semester of teaching with a teaching tutorial
      3. Psychology could offer interdisciplinary teaching tutorial for students across the college.
6. **Course/Program Modifications**
  - a. CRIM 2276: Global Crime and Justice
    - i. Vanessa Griffin explained that the purpose of the course was part of a large curriculum change.
      1. In the proposal, the prerequisite is CRIM 1000—should be CRIM 1100
      2. Modification approved
    - ii. Move to only focus on errors, big picture of the course. Faculty do not believe they need to critique the material of the course, as each of us is

lacking expertise in others' disciplines; however, what *do* we need to examine for approval?

- b. Questions of Program modifications:
  - i. Should there be certain requirements for degrees within social sciences in the upper division?
  - ii. What is the meaning of a BA versus a BS?
    - 1. Corey Maggiano and Jeannette Diaz will review degrees in the University System of Georgia
  - iii. Vanessa Griffin moved that we receive any course modifications by Wednesday of the week of the faculty council meeting
    - 1. Corey Maggiano seconded
    - 2. Unanimous vote to approve.

#### **OTHER BUSINESS/ANNOUNCEMENTS**

Research Day/Big Night for undergrads is becoming a research conference, spanning an entire day and having a ceremony in the evening

Meeting Adjourned at 11:37am