

# Memorandum

**To:** General Faculty

**Date:** September 7, 2010

**Regarding:** Agenda, Faculty Senate Meeting, September 10<sup>th</sup> at 3:00 pm in  
TLC 1-303

The agenda for the September 10<sup>th</sup> Faculty Senate Meeting will be as follows:

1. Call to Order
2. Roll Call
3. Approval of the minutes of the April 23<sup>rd</sup>, 2010 meeting ([See Addendum I](#))
4. Senate Orientation – Chris Huff
5. Committee Reports

**Committee I: Undergraduate Academic Programs (Chair, Tamra Ogletree)**

**Action Items: ([See Addendum II](#))**

- A) College of Arts and Sciences
  - 1) Department of Geosciences
    - a) Program: Geosciences  
Request: Modify Environmental Studies  
Action: Approved

**Committee IX: Graduate Studies Committee (Chair, David Jenks)**

**Action Item: ([See Addendum III](#))**

- A) College of Education
  - 1) Department of Curriculum and Instruction
    - a) Program: Initial Certification/Post-Baccalaureate- Secondary Political Science  
Request: Modify  
Action: Approved

- b) Program: Initial Certification/Post-Baccalaureate- Secondary English  
Request: Modify  
Action: Approved

**Information Items (See Addendum IV):**

A) Policy on GRE Scores: Current Catalog (2009-2010) pp. 53-54

6. Old Business

7. New Business

**Action Item:**

A) Nominations and Election of Executive Secretary of the Faculty Senate

8. Announcements

9. Adjournment

# **Addendum I**

# University of West Georgia Faculty Senate Meeting

April 23, 2010

## Draft Minutes

### 1. Call to Order

The meeting was convened in room 1-303 of the Technology-enhanced Learning Center. The meeting was called to order by Chair pro-tem Chris Huff at 3:06 p.m.

### 2. Roll Call:

*Present:* Anderson, Ashford, Austin, Baumstark, Baylen, Boldt, Butler (substituting for Ogletree), Collins (substituting for Crean), Cook, Donohoe, Elman, Epps, Gantner (substituting for Hooper), Hasbun, Hatfield, Hodges, Huff, Kang, Luken, McCord, Mbaye, Packard, Rollins, Shook, Snipes

*Absent:* Chowns, DeFoor, Hancock, Hazari, Payne

### 3. Approval of Minutes.

The minutes of the March 12, 2010 meeting of the Faculty Senate were approved by voice vote with no objection.

### 4. Committee Reports

#### Committee I: Undergraduate Academic Programs

##### Action Items

The following proposals were presented by Shelly Elman, the Chair of the committee:

A.a. To add a program in European Studies.  
The motion was approved by voice vote.

A.1.a-b. To add a minor and a certificate in Geographic Information Systems.  
The motion was approved by a voice vote.

A.2.a.f. To modify the BA in Mass Communications and to add: COMM 3354, 3355, 4414, 4444, 4455.  
This motion was approved by voice vote.

A.3.a. To modify the Secondary Education Track (replace MATH 3063 with 4203)  
This motion was approved by voice vote.

A.4.a-c. To add SOCI 4801, 4915, 4916  
This motion was approved by voice vote.

B.a-c. To add NURS 4522, 4523, 4545  
This motion was approved by voice vote.

C.1.a. to add READ 4254  
This motion was approved by voice vote.

C.2-4. To delete EDFD 3011, PHED 4670, SLPA 3761  
This motion was approved by voice vote.

D.1.a. To delete FINC 3505  
This motion was approved by voice vote.

### Information Items

The following information items were presented by Shelly Elman, the Chair of the committee:

Information items A.1.a-j, A.2.a-b, B.1.a-b. and C.1.a-b, 2.a-b. were presented. These are modifications of the following courses: COMM 1154, 2254, 3301, 3303, 3357, 4450, 4481, 4484, 4485, 4486, MATH 1111, 4203, MGED 4264, READ 4252, ACCT 3241, 4242, CISM 2335, 4355,

The UAPC General Education subcommittee noted that the VPAA's office conducted a trial assessment of the Core and that the committee is looking into modifying that assessment for a broader population, and the committee expressed its concern that assessment of the core is moving toward multiple choice tests rather than examining other possible assessment modalities.

The UAPC recommends that it would be proper for any program suspensions or deletions made in the face of budget cuts should go through the same evaluation process as other program deletions.

### **Committee II: Academic Policies and Procedures**

Janet Donohoe, Chair of the committee presented as an information item the 2011-2012 academic calendar.

### **Committee VI: General University Matters**

Minna Rollins, Chair of the committee, presented the committee's recommendation for approval of the revised parking code, taking into account those revisions proposed at the discussion at the previous Senate meeting..

This motion was then approved by voice vote.

### **Committee IX: Graduate Studies**

#### Action Items

The following proposals were presented by Skip Clark, the Chair of the committee:

A.1.a. To add ANTH 5181.

This motion was approved by voice vote.

A.2.a. To modify the M.Ed. in Art Education.

This motion was approved by voice vote.

A.3.a-b. To modify the Initial Certification Post-Baccalaureate-Spanish and to delete the MAT degrees in French, Spanish and German..

This motion was approved by voice vote.

A.4.a. To add GEOG 5563

This motion was approved by voice vote.

A.5.a. To add MATH 6982

This motion was approved by voice vote.

B.1.a-v. To add: the M.Ed. in Professional Counseling college Student Affairs, CEPD 6170, 6172, 6174, 6175, 6176, 6178, 6179; and to delete: CEPD 6142,6150, 6161, 7110, 7132, 7133, 7140, 7150, 7151, 7186, 7187, 8150, 8151, 8183

This motion was approved by voice vote.

B.2.a-j.to modify the following programs: Georgia Responds – Initial Certification in Middle Grades; the Initial Certification/Post-Baccalaureate programs in: Biology, Broad Field Science, Chemistry, Earth Science, Secondary History, Secondary Math, Physics; and the Non-Degree Middle Grades programs in: Language Arts/Social Studies and Math/Science.

This motion was approved by voice vote, following discussion that included noting with dismay that academic policies are impacted by the ADP software program. The Senate asked Dr. Butler to send the VPAA a letter summarizing this problem.

3.a. to modify the Ed.S. program in Educational Leadership.

This motion was approved by voice vote.

3.b. To modify the Non-Degree Educational Leadership Certification Add-on Program.

This motion was approved by voice vote.

C.a. to modify the Master of Business Administration program.

This motion was approved by voice vote.

C.1-2. To modify the Masters of Professional Accounting program and to delete BUSA 5100.

This motion was approved by voice vote.

D.a. to modify the MSN program.

This motion was approved by voice vote.

### Information Items

The following information item was presented by Skip Clark, the Chair of the committee:

- A. Course modification to the GEOG 6677.
- B. Course modifications to the following courses: SLPA 6794, 6796, 7720.
- C. A modification by Mathematics to ask the Graduate Dean to waive, on a case by case basis, an international applicant's GRE scores when their TOEFL score is sufficient.
- D. The Music Department will waive the minimum GRE score requirement for all graduate degree applicants in music.
- E. The Music Department has initiated an early/special admissions to its graduate program for its high GPA undergraduate students.

### **Committee XI: Technology Planning Committee**

Danilo Baylen, Chair of the committee presented as an information item the Campus Information Technology Evaluation Report.

### **5. Old Business**

No old business was discussed.

### **6. New Business**

- A. Jon Anderson presented an overview of the university's ongoing and future work for the forthcoming SACS reaccreditation self-study.
- B. The results of the recent Senate elections were presented by Chris Aanstoos, as the Executive Secretary. He presented Chris Huff as the winner of the election for Chair of the Senate, and presented the list of the eighteen newly elected Senators, which include: Chris Aanstoos, Lynn Anderson, Susan Ashford, Anne Barnhart, John Carter, Muriel Cormican, Michael DeNie, Scott Gordon, Janice Jackson, David Jenks, Farooq Khan, Robert Lane, Robert Morris, Nancy Penco, Ravic Ringlaben, Paul Rutledge, Shelley Smith, Julie Williard. The College of Business scheduled its election after the required date, so its selection of its two new Senators was still pending.

### **7. Announcements**

No announcements were offered.

### **8. Adjournment**

Without objection the meeting was declared adjourned at 4:41 p.m.

# **Addendum II**



## Course or Program Addition, Deletion or Modification Request

Department: Geosciences

College: College of Arts & Sciences

Current course catalog listing: (for modifications or deletions)

Prefix      Course      Title      Hours:      /      /  
Lecture/Lab/Total

Action	
<input type="checkbox"/> Course	<input checked="" type="checkbox"/> Program
<input checked="" type="checkbox"/> Modify	<input type="checkbox"/> Add <input type="checkbox"/> Delete
<input type="checkbox"/> Credit	
<input type="checkbox"/> Number	
<input type="checkbox"/> Title	
<input type="checkbox"/> Description	
<input type="checkbox"/> Other	

Credit
<input checked="" type="checkbox"/> Undergraduate
<input type="checkbox"/> Graduate
<input type="checkbox"/> Other*
*Variable credit must be explained

Frequency
<input checked="" type="checkbox"/> Every Term
<input type="checkbox"/> Yearly
<input type="checkbox"/> Other

**Rationale:** To include a discussion of the impact this change may have on the substance of the major or academic program (attach additional material as necessary) and whether or not existing resources are sufficient to support this change.

Library resources are adequate       Library resources need enhancement

Proposed Course Catalog Listing: (For new courses or for modification)

Prefix      Course      Title      Hours:      /      /  
Lecture/Lab/Total


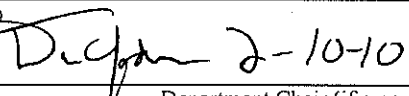
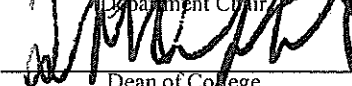
Catalog Description (New courses must attach: course objectives/outcomes; text(s) and/or other resources used; grading policy; and a brief class schedule. For 5XXX/4XXX courses please highlight the additional work required for graduate credit and the differences in grading policies):

Prerequisite(s) \_\_\_\_\_

Present or Projected Enrollment:      (Students per year)      Effective Date\*:      /      /  
\*For a new course, one full term must pass between approval and effective date.      Term/Year

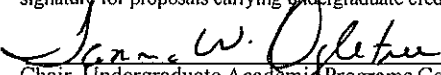
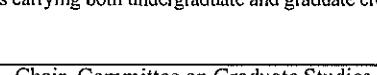
Grading System:       Letter Grade       Pass/Fail       Other

Approval:

	2-17-2010		2-10-10
Department Chair	Date	Department Chair (if cross listed)	Date
	3-8-10	Dean of College (if cross listed)	Date
Dean of College	Date	Dean of College (if cross listed)	Date

Chair of TEAC (if teacher prep. program)      Date

**Final Approval:** Submitted by College Dean to Undergraduate Academic Programs Chair and/or Committee on Graduate Studies Chairman (six copies with signatures for proposals carrying undergraduate credit only and seven copies with signatures carrying both undergraduate and graduate credit).

	8-25-10		
Chair, Undergraduate Academic Programs Committee	Date	Chair, Committee on Graduate Studies	Date

Vice President for Academic Affairs      Date

## **Suggested changes for the Program of Environmental Studies (pgs 224-225)**

**Modification 1:** On pg 224, change contact address and phone number from Pafford 217 – 678-839-6505 to Callaway Annex 148 - 678-839-6479

**Rationale:** The switch from the Sociology main office to the Geosciences main office reflects the change in advisor. The current advisor, Hannes Gerhardt, is located in the Geosciences department.

**Modification 2:** On pg 224, change web address from: [www.westga.edu/~artsci/envstudies.pdf](http://www.westga.edu/~artsci/envstudies.pdf) to <http://www.westga.edu/envstud/>.

**Rationale:** The old web address is outdated, with incorrect information. The new web address, though basic, is intended to be the “official” webpage of Environmental Studies (ENVS). This site can and will be updated, the other will not.

**Modification 3:** On pg 224, under “Program Learning Outcomes”, change “Identify major environmental problems in the state of Georgia” to “Identify major regional and global environmental problems”.

**Rationale:** Under the current course offerings for the ENVS program there is no guarantee that students are being offered a specific focus on Georgia. Indeed, many, if not most, of the courses that make up the ENVS program are trans-regional, focusing on problems at the national and global level. In line with this changed focus, a parallel change will be made to the Senior Capstone course description, deleting the requirement that “Content of project must focus on issue or problem within the State of Georgia”. Although many capstone projects give themselves to a Georgia focus, there are increasing opportunities to do meaningful ENVS projects that are trans-regional, particularly projects that incorporate GIS or remote sensing technology. In other words, I do not see the benefit of forcefully narrowing the degree to a particularly Georgia focus.

**Modification 4:** On pg 224, in the line “Core Areas A, B, C, D, E . . .” change the list to read “Core Areas A, B, C, D (Option I), E . . .”, thereby adding the text “(Option I)”

**Rationale:** It is helpful for students and advisors to know that this is a social science concentration in which area D falls under the Option I in terms of natural science and lab requirements. When I took over the program there seemed to be confusion over the status of Area D. By putting it into the catalogue this confusion will be spared in case the program changes hands again.

**Modification 5:** On pg 224, under “Core Area F”, add “or GEOG 2505” next to the current “XIDS 2202”.

**Rationale:** XIDS 2202 (Introduction to ENVS), is a course that is not regularly offered. Currently it is only offered in the summer. Seeing that there are limited resources to offer the XIDS 2202 in the regular school year, I suggest officially offering GEOG 2505, Human Impacts on the

# **Addendum III**

## Course or Program Addition, Deletion or Modification Request

Department: Curriculum and Instruction

College: College of Education

**Current course catalog listing: (for modifications or deletions)**

Prefix \_\_\_\_\_ Course \_\_\_\_\_ Title Initial Certification/Post-Baccalaureate-Secondary Political Science Hours:      /      /      Lecture/Lab/Total

Action		
<input type="checkbox"/> Course	<input checked="" type="checkbox"/> Program	
<input checked="" type="checkbox"/> Modify	<input type="checkbox"/> Add	<input type="checkbox"/> Delete
<input type="checkbox"/> Credit		
<input type="checkbox"/> Number		
<input type="checkbox"/> Title		
<input type="checkbox"/> Description		
<input type="checkbox"/> Other		

Credit
<input type="checkbox"/> Undergraduate
<input checked="" type="checkbox"/> Graduate
<input type="checkbox"/> Other*
*Variable credit must be explained

Frequency
<input checked="" type="checkbox"/> Every Term
<input type="checkbox"/> Yearly
<input type="checkbox"/> Other

**Rationale:** To include a discussion of the impact this change may have on the substance of the major or academic program (attach additional material as necessary) and whether or not existing resources are sufficient to support this change.

Library resources are adequate       Library resources need enhancement

**Proposed Course Catalog Listing: (For new courses or for modification)**

Prefix \_\_\_\_\_ Course \_\_\_\_\_ Title \_\_\_\_\_ Hours: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ Lecture/Lab/Total

**Catalog Description (New courses must attach: course objectives/outcomes; text(s) and/or other resources used; grading policy; and a brief class schedule. For 5XXX/4XXX courses please highlight the additional work required for graduate credit and the differences in grading policies):**

Prerequisite(s) \_\_\_\_\_

Present or Projected Enrollment: 10 (Students per year)

Effective Date\*: Fall / 2010  
Term/Year

\*For a new course, one full term must pass between approval and effective date.

Grading System:       Letter Grade       Pass/Fail       Other

Approval:

<u>Donna M. Harker</u>	<u>4-12-10</u>		
Department Chair	Date	Department Chair (if cross listed)	Date
<u>[Signature]</u>	<u>4/12/2010</u>		
Dean of College	Date	Dean of College (if cross listed)	Date
<u>[Signature]</u>	<u>4-20-10</u>		
Chair of TEAC (if teacher prep. program)	Date		

**Final Approval:** Submitted by College Dean to Undergraduate Academic Programs Chair and/or Committee on Graduate Studies Chairman (six copies with signature for proposals carrying undergraduate credit only and seven copies with signatures carrying both undergraduate and graduate credit).

<u>[Signature]</u>	<u>7-20-10</u>		
Chair, Undergraduate Academic Programs Committee	Date	Chair, Committee on Graduate Studies	Date

Vice President for Academic Affairs \_\_\_\_\_ Date \_\_\_\_\_

Certain courses have to be split between classroom time and lab time.

SEED 4271 Secondary School Curriculum and Related Topics and SEED 4243 Instructional Strategies for Secondary Social Studies Education have had labs established. The proposed program alters the credit hours for SEED 4271 and SEED 4243 and creates labs for those courses.

**University of West Georgia**  
**Initial Certification/Post-Baccalaureate - Secondary Political Science – Current Program**

Name (Please Print): \_\_\_\_\_

**A. Prerequisites to Admission to Teacher Program (TE):**

1. Overall cumulative GPA of 2.7 \_\_\_\_ yes \_\_\_\_ no \_\_\_\_ GPA: \_\_\_\_\_

2. Passing scores on the GACE Basic Skills Assessment (or SAT/ACT exemption) R \_\_\_\_ W \_\_\_\_ M \_\_\_\_

**B. Professional Education Courses\***

a.	SEED 4271 Understanding the Secondary School Curriculum Through Integrative Technology** <sup>4</sup> (spring only)	3			
b.	SEED 4243 Instructional Strategies for Secondary Social Studies Education** <sup>4</sup> (fall only)	4			
c.	CEPD 4101 Educational Psychology	3			
d.	SPED 3715 Inclusive Classrooms or 6706 Special Education	3			
e.	MEDT 3401 Integrating Technology or 6401 Instructional Technology <sup>3</sup> May need to take a prerequisite. See advisor.	0-3			
<b>Total</b>		<b>13-16</b>			

\*Requires a 2.7 GPA and admission to Teacher Education..

\*\*Requires placement in a field experience in the public schools. Field placement applications must be filed by posted deadlines.

**C. Internship\*<sup>4</sup>**

a.	SEED 4286 Teaching Internship** or SEED 4287 and 4288 Teaching Internship I and II (for provisionally certified students)**	6-9			
b.	SEED 4289 Teaching Internship Seminar	3			
<i>GACE Content Assessment</i> <b>Total</b>		<b>9-12</b>			

\*Requires a 2.7 GPA and admission to Teacher Education.

\*\*Requires placement in a full semester or year-long internship in the public schools. Field placement applications must be filed by the posted deadlines. See advisor.

**D. Content Field Requirements for Political Science – BA or BS in political science or the equivalent (10 political science courses).**

Required Courses	Grade	Equivalency	Grade
BA or BS in political science	_____	1 course of American government (1xxx/2xxx)	_____
		9 courses (3xxx or higher) to include:	_____
		American government	_____
		comparative or international politics	_____
		political theory	_____

- Candidates must earn grades of "C" or better on all undergraduate courses. Candidates must earn grades of "B" or better, or an overall average of 3.0 on all graduate level course work attempted applicable to the field of certification.
- This agreement reflects analysis of unofficial transcripts and may be rendered invalid should discrepancies be found in official transcripts submitted to the university.
- Candidates must meet the Special Georgia Technology Requirement before they can be recommended for clear renewable certification. This may be completed at UWG by taking MEDT 3401 or 6401 or through any PSC-approved option found at <http://www.gapsc.com/ApprovedPrograms/EducationProgram.asp>  
Must provide documentation. AssessOnline and GACE Computer Skill Competency assessment are not acceptable.
- Must be taken at UWG.

Student Signature & Date: \_\_\_\_\_

Evaluator/Advisor Signature & Date: \_\_\_\_\_

Revised: 2-25-09 Effective Fall 2010

Expiration Date: \_\_\_\_\_

**Proposed --- University of West Georgia  
Initial Certification/Post-Baccalaureate - Secondary Political Science -- Proposed Program**

Name (Please Print):

**A. Prerequisites to Admission to Teacher Education (TE):**

1. Overall cumulative GPA of 2.7 \_\_\_\_ yes \_\_\_\_ no \_\_\_\_ GPA:

2. Passing scores on the GACE Basic Skills Assessment (or SAT/ACT exemption) R \_\_\_\_ W \_\_\_\_ M \_\_\_\_

**B. Professional Education Courses\***

a.	SEED 4271 Secondary School Curriculum and Related Topics <sup>**4</sup> (spring only)	2			
b.	SEED 4271L Secondary School Curriculum and Related Topics Lab <sup>**5</sup> (spring only)	1			
c.	SEED 4243 Instructional Strategies for Secondary Social Studies Education <sup>**4</sup> (fall only)	3			
d.	SEED 4243L Instructional Strategies for Secondary Social Studies Education Lab <sup>**5</sup> (fall only)	1			
e.	CEPD 4101 Educational Psychology or CEPD 6101 Psychology of Classroom Learning	3			
f.	SPED 3715 Inclusive Classrooms or 6706 Special Education	3			
g.	MEDT 3401 Integrating Technology or 6401 Instructional Technology <sup>3</sup> Prerequisite: MEDT 2401. See advisor.	0-3			
<b>Total</b>		<b>11-16</b>			

\*Requires a 2.7 GPA and admission to Teacher Education.

\*\*Requires placement in a field experience in the public schools. Field placement applications must be filed by posted deadlines.

**C. Internship\* <sup>4</sup>**

a.	SEED 4286 Teaching Internship** or SEED 4287 and 4288 Teaching Internship I and II (for provisionally certified students)**	6-9			
b.	SEED 4289 Teaching Internship Seminar	3			
<i>GACE Content Assessment</i> <b>Total</b>		<b>9-12</b>			

\*Requires a 2.7 GPA and admission to Teacher Education.

\*\*Requires placement in a full semester or year-long internship in the public schools. Field placement applications must be filed by the posted deadlines. See advisor.

**D. Content Field Requirements for Political Science – BA or BS in political science or the equivalent (10 political science courses).**

Required Courses	Grade	Equivalency	Grade
BA or BS in political science	_____	1 course of American government (1xxx/2xxx)	_____
		9 courses (3xxx or higher) to include:	_____
		American government	_____
		comparative or international politics	_____
		political theory	_____

- Candidates must earn grades of "C" or better on all undergraduate courses and maintain a 2.7 term GPA.
- This agreement reflects analysis of unofficial transcripts and may be rendered invalid should discrepancies be found in official transcripts submitted to the university.
- Candidates must meet the Special Georgia Technology Requirement before they can be recommended for clear renewable certification. This may be completed at UWG by taking MEDT 3401 or 6401 or through any PSC-approved option found at <http://www.gapsc.com/ApprovedPrograms/EducationProgram.asp>  
Must provide documentation. AssessOnline and GACE Computer Skills Competency Assessment are not acceptable.
- Must be taken at UWG.
- Provisionally-certified students holding full-time teaching positions do not have to take labs.

Student Signature & Date:

Evaluator/Advisor Signature & Date:

Revised: 3-5-10 Effective Fall 2010

Expiration Date:

## Course or Program Addition, Deletion or Modification Request

Department: Curriculum and Instruction College: College of Education

**Current course catalog listing: (for modifications or deletions)**

Prefix \_\_\_\_\_ Course \_\_\_\_\_ Title \_\_\_\_\_ Initial Certification/Post-Baccalaureate-Secondary English \_\_\_\_\_ Hours: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
Lecture/Lab/Total

Action	
<input type="checkbox"/> Course	<input checked="" type="checkbox"/> Program
<input checked="" type="checkbox"/> Modify	<input type="checkbox"/> Add <input type="checkbox"/> Delete
<input type="checkbox"/> Credit	
<input type="checkbox"/> Number	
<input type="checkbox"/> Title	
<input type="checkbox"/> Description	
<input type="checkbox"/> Other	

Credit
<input type="checkbox"/> Undergraduate
<input checked="" type="checkbox"/> Graduate
<input type="checkbox"/> Other*
*Variable credit must be explained

Frequency
<input checked="" type="checkbox"/> Every Term
<input type="checkbox"/> Yearly
<input type="checkbox"/> Other

**Rationale:** To include a discussion of the impact this change may have on the substance of the major or academic program (attach additional material as necessary) and whether or not existing resources are sufficient to support this change.

Library resources are adequate  Library resources need enhancement

**Proposed Course Catalog Listing: (For new courses or for modification)**

Prefix \_\_\_\_\_ Course \_\_\_\_\_ Title \_\_\_\_\_ Hours: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
Lecture/Lab/Total

**Catalog Description (New courses must attach: course objectives/outcomes; text(s) and/or other resources used; grading policy; and a brief class schedule. For 5XXX/4XXX courses please highlight the additional work required for graduate credit and the differences in grading policies):**

Prerequisite(s) \_\_\_\_\_

**Present or Projected Enrollment:** 15 (Students per year) **Effective Date\*:** Fall / 2010  
\*For a new course, one full term must pass between approval and effective date. Term/Year

Grading System:  Letter Grade  Pass/Fail  Other

Approval:

<u>Donna M. Harkin</u>	<u>3-30-10</u>		
Department Chair	Date	Department Chair (if cross listed)	Date
<u>[Signature]</u>	<u>3/31/2010</u>		
Dean of College	Date	Dean of College (if cross listed)	Date
<u>Michelle Rotman Scott</u>	<u>4-21-10</u>		
Chair of TEAC (if teacher prep. program)	Date		

**Final Approval:** Submitted by College Dean to Undergraduate Academic Programs Chair and/or Committee on Graduate Studies Chairman (six copies with signature for proposals carrying undergraduate credit only and seven copies with signatures carrying both undergraduate and graduate credit).

<u>Charles W. Clark</u>	<u>7-20-10</u>
Chair, Undergraduate Academic Programs Committee	Chair, Committee on Graduate Studies
Date	Date

Vice President for Academic Affairs \_\_\_\_\_ Date \_\_\_\_\_





Department of English & Philosophy  
Cantonment, Georgia 30118-2200  
College of Arts and Sciences

December 18, 2009

Dear Judy,

As per your December 8<sup>th</sup> request, I include below the English Education Committee's proposal for changes to the College of Education's Initial Certification Program in English.

Current Area D (content-specific area):

**Required:**

ENGL 4295: Young Adult Literature

ENGL 4300: Advanced Grammar or The History of the English Language

*Choose six:*

ENGL 2110: World Literature

ENGL 2120: British Literature

ENGL 2130: American Literature

ENGL 2300: Practical Criticism

ENGL 2180: African American Literature

ENGL 2190: Women's Literature

ENGL 3200: Creative Writing

ENGL 3400: Advanced Composition

ENGL 3405: Technical Writing

Proposed changes to courses in Area D, along with two course name changes:

*Required:*

ENGL 4295: Young Adult Literature

ENGL 4300: Advanced Grammar or The History of the English Language

*Choose six:*

ENGL 3400: Pedagogy and Writing (replaces ENGL 3400: Advanced Composition - passed spring of 2007)

ENGL 4106: Genre: Drama

ENGL 4106: Genre: Fiction

ENGL 4106: Genre: Poetry

ENGL 2180: African American Literature

ENGL 2190: Women's Literature

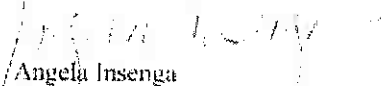
ENGL 3000: Research and Methods (replaces ENGL 2300—passed this semester)


ENGL 3200: Creative Writing

ENGL 3405: Technical Writing

These proposed changes reinforce the content-specific nature of the secondary education in LIA program and will require candidates who already have a B.A. to continue engaging in higher order critical thinking, writing, and research while they obtain certification.

Sincerely,

  
Angela Insenga  
Coordinator of English Education  
Department of English

  
Dr. Randy Hendricks  
Interim Department Chair  
Department of English

**University of West Georgia**  
**Initial Certification/Post-Baccalaureate - Secondary English**

Name (Please Print): \_\_\_\_\_

**A. Prerequisites to Admission to Teacher Education (TE):**

1. Overall cumulative GPA of 2.7 \_\_\_\_ yes \_\_\_\_ no \_\_\_\_ GPA: \_\_\_\_\_

2. Passing scores on the GACE Basic Skills Assessment (or SAT/ACT exemption) R \_\_\_\_ W \_\_\_\_ M \_\_\_\_

**B. Professional Education Courses\***

a.	SEED 4271 Understanding the Secondary School Curriculum Through Integrative Technology** <sup>4</sup> (spring only)	3			
b.	SEED 4238 Instructional Strategies for Secondary English Education** <sup>4</sup> (fall only)	4			
c.	CEPD 4101 Educational Psychology	3			
d.	SPED 3715 Inclusive Classrooms or 6706 Special Education	3			
e.	MEDT 3401 Integrating Technology or 6401 Instructional Technology <sup>3</sup> May need to take a prerequisite. See advisor.	0-3			
<b>Total</b>		<b>13-16</b>			

\*Requires 2.7 GPA and admission to Teacher Education.

\*\*Requires placement in a field experience in the public schools. Field placement applications must be filed by posted deadlines.

**C. Internship\*<sup>4</sup>**

a.	SEED 4286 Teaching Internship** or SEED 4287 and 4288 Teaching Internships I and II (for provisionally certified students)**	6-9			
b.	SEED 4289 Teaching Internship Seminar	3			
<i>GACE Content Assessment</i> <b>Total</b>		<b>9-12</b>			

\*Requires 2.7 GPA and admission to Teacher Education.

\*\*Requires placement in a full semester or year-long internship. Field placement applications must be filed by the posted deadlines. See advisor.

**D. Content Field Requirements for Secondary English** B.A. in English including ENGL 4295 and ENGL 4300 or 24 hours

B.A. in English _____	Choose 6 courses (18 hours)
<u>Required Courses</u> (6 hours) _____	<u>Courses</u>
ENGL 4295 Rdg & Lit. _____	ENGL 2110 World Literature _____
in Sec. Eng. Clms _____	ENGL 2120 British Literature _____
ENGL 4300 Studies in Eng. Lang. _____	ENGL 2130 American Literature _____
	ENGL 2180 African-Am. Lit. _____
	ENGL 2190 Lit. by Women _____
	ENGL 2300 Practical Criticism _____
	ENGL 3200 Creative Writing _____
	ENGL 3400 Advanced Comp. _____
	ENGL 3405 Tech. Writing _____
	<u>Grade</u>

- Candidates must earn grades of "C" or better on all undergraduate courses. Candidates must earn grades of "B" or better, or an overall average of 3.0 on all graduate level course work attempted applicable to the field of certification.
- This agreement reflects analysis of unofficial transcripts and may be rendered invalid should discrepancies be found in official transcripts submitted to the university.
- Candidates must meet the Special Georgia Technology Requirement before they can be recommended for clear renewable certification. This may be completed at UWG by taking MEDT 3401 or 6401 or through any PSC-approved option found at <http://www.gapsc.com/ApprovedPrograms/EducationProgram.asp>  
Must provide documentation. AssessOnline is not acceptable.
- Must be taken at UWG.

Student Signature & Date: \_\_\_\_\_

Evaluator/Advisor Signature & Date: \_\_\_\_\_

Revised: 4-4-07 Effective Spring 2008

Expiration Date: \_\_\_\_\_

**Proposed ---- University of West Georgia  
Initial Certification/Post-Baccalaureate - Secondary English**

**Name (Please Print):** \_\_\_\_\_

**A. Prerequisites to Admission to Teacher Education (TE):**

1. Overall cumulative GPA of 2.7  yes  no  GPA: \_\_\_\_\_

2. Passing scores on the GACE Basic Skills Assessment (or SAT/ACT exemption) R  W  M

**B. Professional Education Courses\***

a.	SEED 4271 Secondary School Curriculum and Related Topics <sup>**4</sup> (spring only)	2			
b.	SEED 4271L Secondary School Curriculum and Related Topics Lab <sup>**5</sup> (spring only)	1			
c.	ENGL 4238 Instructional Strategies for Secondary English Education <sup>**4</sup> (fall only)	4			
d.	CEPD 4101 Educational Psychology or CEPD 6101 Psychology of Classroom Learning	3			
e.	SPED 3715 Inclusive Classrooms or 6706 Special Education	3			
f.	MEDT 3401 Integrating Technology or 6401 Instructional Technology <sup>3</sup> <i>Prerequisite: MEDT 2401. See advisor.</i>	0-3			
<b>Total</b>		<b>13-16</b>			

*\*Requires 2.7 GPA and admission to Teacher Education.*

*\*\*Requires placement in a field experience in the public schools. Field placement applications must be filed by posted deadlines.*

**C. Internship\* <sup>4</sup>**

a.	SEED 4286 Teaching Internship** or SEED 4287 and 4288 Teaching Internships I and II (for provisionally certified students)**	6-9			
b.	SEED 4289 Teaching Internship Seminar	3			
<b>GACE Content Assessment</b>					
<b>Total</b>		<b>9-12</b>			

*\*Requires 2.7 GPA and admission to Teacher Education.*

*\*\*Requires placement in a full semester or year-long internship. Field placement applications must be filed by the posted deadlines. See advisor.*

**D. Content Field Requirements for Secondary English**

B.A. in English including ENGL 4295 and ENGL 4300 or 24 hours as specified below

B.A. in English \_\_\_\_\_

Choose 6 courses (18 hours)

Required Courses (6 hours)	Grade	Courses	Grade
ENGL 4295 Young Adult Lit or	_____	ENGL 2180 African American Lit	_____
READ 4252 Lit in the Middle School	_____	ENGL 2190 Women's Literature	_____
ENGL 4300 Advanced Grammar	_____	ENGL 3000 Research & Methods	_____
		ENGL 3200 Creative Writing	_____
		ENGL 3400 Pedagogy & Writing	_____
		ENGL 3405 Technical Writing	_____
		ENGL 4106 Genre: Drama	_____
		ENGL 4106 Genre: Fiction	_____
		ENGL 4106 Genre: Poetry	_____

- Candidates must earn grades of "C" or better on all undergraduate courses and maintain a 2.7 term GPA.
- This agreement reflects analysis of unofficial transcripts and may be rendered invalid should discrepancies be found in official transcripts submitted to the university.
- Candidates must meet the Special Georgia Technology Requirement before they can be recommended for clear renewable certification. This may be completed at UWG by taking MEDT 3401 or 6401 or through any PSC-approved option found at <http://www.gapsc.com/ApprovedPrograms/EducationProgram.asp>  
Must provide documentation. AssessOnline and GACE Computer Skills Competency Assessment are not acceptable.
- Must be taken at UWG.
- Provisionally-certified students holding full-time teaching positions do not have to take labs.

**Student Signature & Date:** \_\_\_\_\_

**Evaluator/Advisor Signature & Date:** \_\_\_\_\_

Revised: 2-11-10 Effective Fall 2010

**Expiration Date:** \_\_\_\_\_

Certain courses have to be split between classroom time and lab time.

SEED 4271 Secondary School Curriculum and Related Topics has been split between a course and a lab. The proposed program alters the credit hours for SEED 4271. At the request of the Department of English/Philosophy, Area D, content course selections, were altered. See attached letter.

# **Addendum IV**

For COGS Meeting  
August 17, 2010

Policy on GRE Scores: Current Catalog (2009-2010) pp. 53-54

[Proposed changes in red]

## Types of Admission

The following criteria for admission, based upon undergraduate grade point average and test scores, represent *minimal* admissions standards for students seeking entry to post-baccalaureate (i.e., master's degree, basic certification, or personal enrichment) programs. Specific graduate programs may establish higher standards if they so choose. Grades and test scores are only two of the criteria used for admission. Other information such as letters of recommendation (~~for all programs~~), narrative statements, art portfolios, departmental qualifying examinations, interviews, and musical performances ~~are also~~ **may be** used to determine the ultimate admissibility of students. In addition, programs may reject otherwise qualified students due to space limitations; therefore, meeting minimal grade point average and test score criteria are no guarantee of admission.

1. **Regular** (Master's). A student who has a cumulative undergraduate grade point average of at least 2.5 on a 4.0 scale on all work taken at all colleges/universities, satisfactory scores on the appropriate admission test, the recommendation of the department or program concerned, and who has completed all prerequisites required for admission into the proposed field of specialization satisfies minimal regular admission standards for the Graduate School. Some programs have higher standards. See Master of Education degree requirements for specific admission standards for M.Ed. programs. See Specialist in Education degree requirements for admission standards in Ed.S. programs. The M.B.A., Web MBA, and M.P.Acc. programs have other special requirements for admission. (See pages 174, 176, and 177 respectively). No credit earned in this classification may be applied toward the Specialist in Education degree.

2. **Provisional** (Master's). A person failing to meet one or more of the standards required for admission as a regular student or a qualified senior (as defined below) may be eligible for admission under conditions specified at the time of admission by the appropriate department chair or program director and approved by the Dean of the Graduate School.

Graduate courses completed by a provisional student may be counted toward a degree after the student has been reclassified as a regular student. Additional criteria for provisional admission are available to applicants applying to masters programs in education. For more information, see "Provisional Admission" on page 188. Prospective candidates for the Specialist in Education degree will not be admitted in this status. No credit earned in a provisional status may be applied toward the Specialist in Education degree. ~~Applicants must meet certain minimal~~ **The applicant's** grade point average and test score requirements ~~to~~ will be considered for provisional admission. Individuals applying to masters degree programs in the arts & sciences and education must submit Graduate Record Examination (GRE) scores ~~of at least 350 on appropriate sections~~ and must also have a grade point average of at least 2.2. ~~Applicants submitting GRE analytical writing scores must obtain a score of at least 3.0 on this test as an additional requirement for provisional admission. The grade point average and GRE scores meeting test score and grade point average minimums are entered into the following formula:~~  $100 \text{ multiplied by the grade point average plus the GRE score (verbal + analytical or quantitative for test taken prior to October 2002) must total at least 1000 points. GRE scores submitted after October 2002 require verbal and quantitative scores and an analytical writing score of at least 3.0 to be considered for provisional admission.}$

**In all cases, the GRE score must be at least 350 on both verbal and quantitative**

~~or analytical sections.~~ These are minimal criteria for provisional admission. Programs may have additional grade point average or test score requirements. Meeting departmental test score and grade point average requirements is no guarantee of admission. Applicants may also be admitted provisionally for reasons other than, or in addition to, grade point average and GRE test scores. Programs in business require the Graduate Management Admission Test (GMAT). For more information about provisional admissions for business administration or professional accounting majors, please see contact the department.

*Note: Department and programs with current GRE, GMAT MAT or other test requirements may alter those upon notification of the Graduate School. I would suggest generic language that states: "GRE scores are one of the criteria used to evaluate admission to this program." Of course departments may set scores that are appropriate to their professional judgment of relevance of the scores to successful completion of their programs.*

*Because returning students often have GRE scores older than 5 years, I would suggest that departments, if they use this language above, would be able to choose whether they would accept test scores or not on an individual basis, determined by factors other than the GRE scores themselves.*

*In 2010-2011, the ETS Board is revising the GRE test and scoring system. As the new tests are rolled out, we will keep you informed of the "norming" process for those exams.*