Faculty Senate
Meeting Minutes
April 19, 2019
Electronically Approved on April 25, 2019

1. Call to Order
Chair Butler called the meeting to order at 3:05 p.m.

2. Roll Call
Present:
Branyon, Chwialkowska, Cormican, Dahms, Dutt, Hollingsworth, Edelman (Strain, sub.), Elman, Faucette, Fleming, Geyer, Green, Hansen, Hipchen (Boyd, sub.), Hollingsworth, Hong (Buzon, sub.), Khodkar, Lee, Merrem, Miller, Morris, Neely, Nickell, Ogletree, Pashia,彭cole, Perryman, Pidhainy, Rees, Remshagen, Richter (Welch, sub.), Robinson, Scremin, Snipes, Stanfield (Cook, sub.), Sterling, Tweraser, Vasconcellos, Velez-Castrillon, Wadlington, Zamostny, Zot

Absent:
Barbour, Bohannon, Berteau, Hoang, McKendry-Smith, Moon, Reber, and Rutledge

3. Approval of Minutes from March 29, 2019
Minutes were approved unanimously.

4. Committee Reports
Committee I: Undergraduate Programs Committee (Jeffrey Zamostny, Chair)

Action Items:
A) College of Arts and Humanities
   1) Department of English
      a) English, B.A.
         Request: Modify
      b) English, Secondary Education Track, B.A.
         Request: Modify
      c) ENGL 2001: Introduction to Literature
         Request: Add
All items from the English department were taken as a block and approved unanimously.

B) College of Science and Mathematics
   1) Department of Mathematics
      a) MATH 2063: Introductory Statistics
         Request: Delete
         Item approved unanimously
      b) MATH 1401: Elementary Statistics
         Request: Add
         Item approved unanimously
   2) Department of Biology
      a) Biology, Professional Preparation Track, B.S.
         Request: Modify
         Item approved unanimously
      b) BIOL 1015L: The Unseen World of Microorganisms Lab
         Request: Delete
         Item approved unanimously
      c) BIOL 4266: Molecular Ecology
         Request: Modify
         Item approved unanimously
      d) BIOL 4425: Fire Ecology
         Request: Add
         Item approved unanimously
      e) BIOL 4427: Conservation Biology
         Request: Add
         Item approved unanimously
      f) BIOL 4441: Animal Behavior
         Request: Modify
         Item approved unanimously
g) BIOL 4445: Marine Biology
   Request: Modify
   *Item approved unanimously*

3) Department of Computer Science
   a) Computer Science, B.S.
      Request: Modify
      *Item approved unanimously*

4) Department of Chemistry
   a) Chemistry, Non-ACS Track – Business Option, B.S.
      Request: Modify
      *Item approved unanimously*
   b) Chemistry, Non-ACS Track – General Option, B.S.
      Request: Modify
      *Item approved unanimously*
   c) Chemistry, Non-ACS Track – Professional Preparation Option, B.S.
      Request: Modify
      *Item approved unanimously*
   d) Chemistry, Non-ACS Track – Secondary Education Option, B.S.
      Request: Modify
      *Item approved unanimously*
   e) Chemistry, Pre-Professional Track, B.S.
      Request: Modify
      *Item approved unanimously*
   f) Chemistry Minor
      Request: Modify
      *Item approved unanimously*

5) Department of Geosciences
   a) Atmospheric Science Certificate
      Request: Add
      *Item approved unanimously*
   b) Geology, Earth Science Secondary Education Concentration, B.S.
Request: Modify

*Item approved unanimously*

c) Geology, Environmental Geology Concentration, B.S.
Request: Modify

*Item approved unanimously*

d) Geology, Professional Geology Concentration, B.S.
Request: Modify

*Item approved unanimously*

e) Geography, B.S.
Request: Modify

*Item approved unanimously*

C) College of Social Sciences

1) Department of Criminology

a) Prisoner Reentry and Community Corrections, Certificate
   Request: Add

*Item approved unanimously*

b) CRIM 4260: Prisoner Reentry and Community Corrections
   Request: Add

*Item approved unanimously*

c) CRIM 4265: Crime and Social Inequality
   Request: Add

*Item approved unanimously*

d) Criminology, B.S.
   Request: Modify

*Item approved unanimously*

D) Richards College of Business

1) Department of Economics

a) ECON 4415: Health Economics
   Request: Add

*Item approved unanimously*

E) Honors College
1) HONR 4385: Special Topics
   Request: Add

*Item approved unanimously*

**Committee II: Graduate Programs Committee (Colleen Vasconcellos, Chair)**

**Action Items:**

A) College of Education

1) Department of Early Childhood through Secondary Education
   a) Elementary Education, Ed.S.
      Request: Modify
      *Item approved unanimously*
   b) Elementary Education, M.Ed.
      Request: Modify
      *Item approved unanimously*

2) Department of Educational Technology and Foundations
   a) Media, Ed.S., Concentrations in Instructional Technology, School Library Media
      Request: Modify
      *Item approved unanimously*
   b) Media, Ed.S., Concentrations in Instructional Technology, School Library Media
      Request: Modify
      *Item approved unanimously*
   c) Media, M.Ed., Concentrations in Instructional Technology, School Library Media
      Request: Modify
      *Item approved unanimously*

3) Department of Leadership, Research, and School Improvement
   a) SPED 6706: Special Education in the Regular Classroom
      Request: Modify
      *Item approved unanimously*
   b) School Improvement, Ed.D.
      Request: Modify
      *Item approved unanimously*

B) Tanner Health System School of Nursing
1) NURS 8001: Advanced Physiology and Pathophysiology  
   Request: Add

2) NURS 8002: Advanced Pharmacology  
   Request: Add

3) NURS 8003: Advanced Health Assessment  
   Request: Add

4) NURS 8004: Advanced Practice Nursing: Primary Care I, Adults/Gerontology  
   Request: Add

5) NURS 8005: Advanced Practice Nursing: Primary Care I, Adults/Gerontology Practicum  
   Request: Add

6) NURS 8006: Advanced Practice Nursing: Primary Care II, Chronically Ill Adults/Gerontology  
   Request: Add

7) NURS 8007: Advanced Practice Nursing: Primary Care II, Chronically Ill Adults/Gerontology Practicum  
   Request: Add

8) NURS 8008: Advanced Practice Nursing: Primary Care Pediatrics  
   Request: Add

9) NURS 8009: Advanced Practice Nursing: Primary Care Pediatrics Practicum  
   Request: Add

10) NURS 8010: Advanced Practice Nursing: Primary Care Family Health  
    Request: Add

11) NURS 8011: Advanced Practice Nursing: Primary Care Family Health Practicum  
    Request: Add

12) NURS 8012: Advanced Practice Nursing: Family Practice Synthesis Practicum  
    Request: Add

13) NURS 8013: Professional Transitions: Doctor of Nursing Practice Role  
    Request: Add

14) NURS 8014: Science and Theory for Evidence-Based Practice  
    Request: Add
15) NURS 8015: Research Methods for Evidence-Based Practice  
   Request: Add
16) NURS 8016: Analytical Methods for Evidence-Based Practice  
   Request: Add
17) NURS 8017: Interprofessional Collaboration for Population Health  
   Request: Add
18) NURS 8018: Healthcare Informatics  
   Request: Add
19) NURS 8019: Organizational & Systems Leadership for Quality Improvement  
   Request: Add
20) NURS 8020: Healthcare Finance  
   Request: Add
21) NURS 8021: Healthcare Policy for Advocacy  
   Request: Add
22) NURS 8022: DNP Specialty Practicum I  
   Request: Add
23) NURS 8023: DNP Specialty Practicum II  
   Request: Add
24) NURS 8024: DNP Specialty Practicum III  
   Request: Add
25) NURS 8025: DNP Specialty Practicum IV  
   Request: Add
26) NURS 8026: DNP Specialty Practicum V  
   Request: Add

All 26 NURS courses were taken as a block and unanimously approved.

Information Item:
A) Ben Geyer will serve as Chair of the Graduate Programs Committee during AY19-20

Committee III: Academic Policies (Nancy Pencoe, Chair)

Information Item:
A) Agnieszka Chwialkowska will serve as Chair of APC during AY 2019-20
Committee IV: Faculty Development (Basu Dutt, Chair)

Action Item:

A) UWG Faculty Handbook, 103
   1) Evaluating Teaching, 103.06 (Figure 1)
      Request: Modify

After discussion and input from myriad Senators and officers in attendance, the following friendly amendments were made prior to voting:

-The first sentence of the proposed modification was changed to “All courses will be evaluated.”

-The first sentence of the second paragraph was removed.

- “eE-core” was corrected to “eCore.”

All revisions are reflected in Figure 1 at end of this document.

Committee V: Institutional Planning (Felix Tweraser, Chair)

Information Item:

A) Felix Tweraser will serve as Chair of the Institutional Planning Committee during AY 19-20

Committee VI: Student Affairs (Dawn Neely, Chair)

Information Item:

A) Dawn Neely will serve as Chair during AY 2019-20

Committee VII: Facilities and Information Technology (John Hansen, Chair)

A) Parking Code Revisions (Figure 2)
   Request: Modify

Item was approved unanimously

Committee IX: Budget Committee (Henry Zot, Chair)

Information Item:

A) Dr. Shelly Elman will serve as Chair of Budget during AY 2019-2020

Committee X: Rules Committee (Susana Velez-Castrillon, Chair)

Action Items (Addenda VI-IX):

A) UWG Faculty Handbook, 103
   1) 103.0201 Promotion and Tenure Evaluation, Departmental Evaluation
Request: Modify

After substantial discussion, Dr. Zamostny made a motion to table the item until associated documents could be revised by the committee. The vote to table the motion was 12 in the affirmative and 17 against. Discussion continued.

The group in attendance located a cross-referencing error in the proposed policy, and, at that time, Dr. Faucette made a motion to table. 18 assented to the motion while 16 voted against tabling.

The proposal to modify 103.0201 from the UWG Faculty Handbook was tabled.

2) 103.0402 Time Limits for Tenure
   Request: Modify
   This item was tabled at Executive Committee and not referenced by Chair Butler during the full Senate meeting
   
   B) UWG Policies and Procedures, Article IV, Section 2, Items F and J
   1) The Executive Committee of the Faculty Senate, Section 2, Item F (Figure 3)
      Request: Add
      Item was passed unanimously
   2) Standing Committee, Membership and Purpose
      a) Graduate Programs Committee, Article IV, Section 2, Item J.2 (Figure 4)
      Request: Modify
      Item was passed unanimously

Information Item:
   A) Anja Remshagen will serve as Chair of Rules during AY 2019-20

Committee XII: Teaching Learning and Assessment (John Morris, Chair)

Information Item:
   A) Sally Richter will serve as Chair of TLA during AY 2019-20

5. Old Business

6. New Business
   A) XIDS 2002: New Course Descriptions and Standard Syllabus Format
      Request: Add
      Items were approved unanimously
7. Announcements

    A) Senate Liaison Reports

    No Liaison reports

    B) Location of Senate meetings during AY 19-20

    Dr. Butler polled those present concerning meeting locations for next AY. All agreed that, should the present room be available, meeting should continue there.

8. Adjournment

    Chair Butler adjourned the last full Senate meeting of the AY at 4:26 p.m.

Respectfully Submitted,

Dr. Angela Insenga

Professor of English

Executive Secretary of the Faculty Senate and General Faculty
Figure I

103.06 Evaluating Teaching

Evaluation of a faculty member's teaching should be continual because evaluation aids a faculty member in becoming more effective in the performance of his or her duties as well as offers evidence for promotion and/or tenure.

All classes must be evaluated. Any college, department, or faculty member may add questions to the standard form to make it apply to the unique qualifications of the specific area. In addition, a department or area may devise, administer, and tabulate the results of an evaluation form which is especially applicable to the specific area. The department chair shall use the results of the evaluation as a factor in determining annual merit raises and shall include the results of such an evaluation form in the dossier of each department member being considered for contract renewal, promotion, tenure, pre-tenure or post-tenure review. (In the case of a department chair being reviewed for promotion and/or tenure, the appropriate next highest supervisor shall assume responsibility for including the results of such evaluations in the dossier of the candidate.)

Students’ evaluation data shall be an official part of the administrative evaluation process. Supervisor and peer evaluations may be used as determined by the department. eCore course evaluations will be completed through the common instruments designed for that purpose and made available by the University system for all such courses. Courses that have fewer than five students must also be evaluated but may use an alternative evaluation instrument appropriate to the course and upon approval of the department and dean of the college.
103.0601 University of West Georgia/Student Evaluation of Instruction (SEI) - see next page

Figure II: Summary of Changes in Parking Code for AY 2019-20

Page 3, Violations
Courtesy warning tickets will be issued the first five class days of each semester **only** for vehicles that do not display a current hangtag/decal. **All other violations will be enforced.**

Page 9, Permissible parking
Similarly, there are Reserved spaces near Resident Halls to be used for loading/unloading by resident students living in that Resident Hall. The spaces are marked with the appropriate designation for the Zone they are in, West Residents Only or East Residents Only

Page 10, Towing/Impoundment
Non-registered vehicles having **four** or more unpaid parking fines.

Color Coding
**Some** curbs at the University have been painted to indicate assigned parking on Campus.

Page 11, Residential Freshmen
Residential Freshmen parking lots at the Athletic Complex (Parking Lots C, D, E, and G) or the designated RF signed **spaces of the Evergreen Parking Lot**, from Monday 7:00 a.m. until Friday 12:00 p.m. **(NB: we are removing the RF spaces in Tyus Hall parking)**

Football Game Days for RF Permit Holders.
Prior to home football game days and other designated events, Residential Freshmen will receive detailed instructions to temporarily move their vehicles to other **student** lots on campus without penalty.

Page 13, Parking Appeals
All appeals must be made within **14** days of the date of the citation.
** To be placed in University of West Georgia Policies and Procedures, Article IV, Section 2, “Faculty Senate Organization,” Item F.1.d, “Functions” **

F. The Executive Committee of the Faculty Senate

The Faculty Senate shall include an Executive Committee with the following functions and composition.

1. Functions. The Executive Committee shall have broad responsibility for:
   a. Planning and facilitating the activities of the Senate, including the following functions:
      assign senators to Senate standing committees and subcommittees; create ad hoc Senate
      committees and assign senators; assign senators to such non-senate university
      committees, task forces and search committees as may be needed; propose any legislation
      to the Senate the Executive Committee may deem appropriate.
   b. Overseeing the election of the officers of the Senate, including receiving nominations,
      organizing and supervising elections, monitoring compliance, adjudicating challenges,
      and certifying the results.
   c. Interviewing candidates for university-wide positions and provide evaluations to the
      appropriate search committees.
   d. Should the Senate Chair, Senate Executive Secretary, and/or Senate Parliamentarian
      be scheduled for earned research leave, obtain medical leave, or have family leave
      during their tenure in the position, the Faculty Senate Executive Committee will convene,
      discuss, and vote upon a replacement from their ranks or nominate and then vote upon a
      Candidate from the full Senate. The replacement will receive any reassigned time and/or
      stipend typical of the office as the temporary-serving Senate officer.

2. Composition. The Executive Committee shall be composed of the chairs of the Senate
   standing committees, the Chair of the Senate, the Chair-Elect or Past Chair of the Senate, the
   Executive Secretary, the President of the University, and the Provost of the University.
**To be placed in University of West Georgia Policies and Procedures, Article IV, “Faculties of the University,” Section 2, “Faculty Senate Organization,” Item J.2**

J. Standing Committee, Membership and Purpose

**2. Graduate Programs Committee:**

Purpose: to receive and consider requests for modifications to the graduate curriculum as specified in the UWG Shared Governance Procedures for Modifications to Academic Programs and to advise the Provost and Vice President for Academic Affairs on said requests; to recommend policies and procedures concerning graduate programs, curriculum, admissions, transfers, admission to candidacy, eligibility for graduation, and appeals; to advise on incorporating diversity and inclusion into curricula as appropriate; as well as to review comprehensive program reviews; and to develop policies regarding graduate faculty.

Membership: five senators; seven faculty, one elected from each of the five colleges (COSM, COSS, COAH, RCOB, COE), the School of Nursing, and the Library; three administrators: the Dean of the Graduate School, one appointed by the Provost, and the Registrar; and one student appointed by the Dean of the Graduate School. (Total: 16)