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ACADEMIC STANDARDS COMMITTEE
Chair: Mark Yanochik, COBA

The Academic Standards Committee met on January 3, 2007 and January 5, 2007 to consider appeals for early readmission.

Present at the January 3 meeting were Brenda Talley (CHHS), Godfrey Gibbison (COBA), Bob Fernekes (LIB), Beverly Graham (CLASS), Ming Fang He (COE), Rose Mary Gee (CHHS), Aimaao Zhang (CIT), Anthony V. Parrillo (JPHCOPH), Mark Yanochik (COBA), and Iris Durden (LIB).

Not present at the January 3 meeting were Jim Whitworth (CIT), Jerry Ledlow (JPHCOPH), Nirmal Das (COST), Sharon Tracy (CLASS), Scott Williams (COST), and Marla Morris (COE).

Present at the January 5 meeting were Brenda Talley (CHHS), Jim Whitworth (CIT), Godfrey Gibbison (COBA), Bob Fernekes (LIB), Ming Fang He (COE), Rose Mary Gee (CHHS), Aimaao Zhang (CIT), Scott Williams (COST), Anthony V. Parrillo (JPHCOPH), Mark Yanochik (COBA), Marla Morris (COE), and Iris Durden (LIB).

Not present at the January 5 meeting were Jerry Ledlow (JPHCOPH), Beverly Graham (CLASS), Nirmal Das (COST), and Sharon Tracy (CLASS).

On January 3 there were 166 appeals. 65 appeals were either approved at the meeting or were pre-approved before the meeting based on criteria previously established by the committee. 97 appeals were denied by the committee. 48 of the denied appeals were subsequently appealed to the Dean of the student’s respective college. 36 of these were approved and 12 were denied.

On January 5 there were 38 appeals. 11 appeals were either approved at the meeting or were pre-approved before the meeting based on criteria previously established by the committee. 10 appeals were denied by the committee. 12 of the denied appeals were subsequently appealed to the Dean of the student’s respective college and were approved.

At the January 5 meeting, members in attendance discussed some proposals that would hopefully improve the academic performance of those students who appeal for readmission and are subsequently readmitted. One proposal offered specified that as a pre-condition for readmission, students must meet individually with the Academic Standards Committee. The purpose of this meeting would be to offer the student guidance in achieving academic success, based on the committee’s analysis of the student’s academic record up to that point. Some committee members expressed concern that a one-on-one meeting with the ASC could be somewhat intimidating for student. Other members suggested that the logistics of scheduling these additional ASC meetings could prove problematic. Another suggestion made during the meeting was to require students, as a condition for readmission, to meet one-on-one with individual members of
the ASC. These meetings would likely be scheduled during ASC members’ office hours. There appeared to be some agreement that this approach would likely be easier to implement than the first proposal. A third proposal offered was for the ASC to notify the student’s advisor when the student’s academic performance reached a point that required action of the part of the ASC. On a note related to the previous discussion, one ASC member made the following suggestion. An effective way of pre-empting academic difficulties of some students may be to provide counseling to GSU faculty in the mission and conduct of the Academic Standards Committee. Given that almost all GSU faculty serve as academic advisors, it would benefit these faculty/advisors, and their student advisees, to understand the make-up of the ASC, how the appeal process works, the conditions that warrant academic probation and exclusion, etc.

The ASC also discussed the possibility of meeting with Dr. Bleicken (Provost) to consider the opportunity of providing additional support for students who re-enter GSU after fulfilling the period of exclusion.

FACULTY DEVELOPMENT COMMITTEE
Chair: Clara Krug, CLASS

THE MEETING OF THE
FACULTY DEVELOPMENT COMMITTEE OF
GEORGIA SOUTHERN UNIVERSITY
Thursday, February 1, 2007
9:20-11:10 a.m.

Prior to the meeting, seven members had reviewed all proposals and submitted scores electronically. The committee chair had compiled the results of the seven sets of scores and sent a list of the highest-rated proposals to committee members the day before the meeting. She had also sent an agenda.

Members present: Alan Altany (Provost’s Office), Cassandra Arroyo (Public Health), Ken Clark (COE), Bob Fernekes (LIB), Clara Krug (CLASS, Senator), Trent Maurer (CHHS), Gustavo Molina (COST), and Jack White (COBA).

I. A Faculty Member’s Request for a Non-Cost Adjustment to the Budget of His Grant for Improvement of Instruction:

The committee approved the request.

II. Funding the Highest-Rated Proposals:

The committee had received 55 proposals requesting a total of $63,577.51 in funding. Prior to discussing any proposals, Krug reminded members that $16,327.20 was available for funding.
The committee first discussed the seven proposals that had received 20 or more points from at least 4 evaluators (57% of evaluators). Those present voted unanimously to fund these seven proposals.

The committee then discussed the nine proposals that had received 20 or more points from at least 3 evaluators. Members voted unanimously to fully fund five proposals, to partially fund three proposals, and to request that one applicant resubmit his/her proposal related to travel after July 1, 2007.

The total allocation for 12 fully funded proposals and three partially funded proposals was $15,662.58. Members voted unanimously to carry over the remaining $664.62 to the next funding cycle.

III. Funding the Lowest-Rated Proposals:

The committee voted unanimously not to fund the remaining proposals.

IV. Discussion of Remaining Applications:

Twenty-seven faculty members were nominated for an award for Excellence in Contributions to Instruction. Nineteen have submitted application materials. The committee reviewed the form to be used in evaluating each set of materials.

The deadline for submitting applications for Summer Stipends is February 9.

Because of a university deadline, the committee decided to review applications for the award for excellence before reviewing those for summer stipends.

V. Adjournment:

11:10 a.m.

Additional Information:

The total amount of funding requested by faculty members for improvement of instruction and professional travel for three funding cycles (Fall 2006 and Spring 2007) was $218,405.01. The total amount available for funding was $51,505.60, or 24% of the amount requested. The total number of faculty members requesting funding was 127. The number receiving funding was 39, or 31% of those who requested funding.

Submitted by Clara Krug
Chair of the Faculty Development Committee, 2006-2007

FACULTY RESEARCH COMMITTEE
Chair: John Nauright, CHHS

No Report

**FACULTY SERVICE COMMITTEE**
Chair: Patricia Walker, CLASS

Faculty Service Committee

Excellence in Service nominations were due January 9, 2007.

January 24, 2007 the Faculty Service Committee met to consider the nominee materials for the Excellence in Service Awards. There were five nominee notebooks reviewed. All of the nominees were considered to be deserving of this award, unfortunately only two awards can be given. The two recipients of these awards will be announced at Spring Commencement.

Respectfully submitted,
Patricia Walker
Chair, Faculty Service Committee

**FACULTY WELFARE COMMITTEE**
Chair: Mark Welford, COST

No Report

**GRADUATE COMMITTEE**
Chair: Ron MacKinnon, CIT

Graduate Report to the Senate 10/24/06

1. A meeting of the Graduate Committee was held on 10/24/06.

2. A 15 minute discussion on boosting graduate enrollment was lead by the Dean of Graduate Studies. This is a new feature and every meeting will have a 15 minute discussion on an appropriate graduate topic.

3. A program revision on the M.Ed. in Secondary and P-12 Education adding a second track in Foreign Language education was approved.

4. A proposal from the School of Accountancy concerning the Forensic Accounting Concentration was tabled because there was no representative from the School of Accountancy to answer questions about the proposal.
5. A program revision to the MS Kinesiology Online Coaching Education Study Concentration was approved.

6. Revisions to Agenda deadlines and to the PROCEDURES FOR SUBMITTING AGENDA ITEMS TO THE GRADUATE COMMITTEE (Item #4) were approved.

7. The Graduate Committee was informed of GRE general test changes.

LIBRARY COMMITTEE
Chair: Sonya Shepherd, LIB

No Report

SENATE ELECTIONS COMMITTEE
Chair: Charles Skewis, LIB

No Report

UNDERGRADUATE COMMITTEE
Chair: Donna Saye.

UNDERGRADUATE COMMITTEE
MINUTES
JANUARY 16, 2007
3:15 P.M.

SCIENCE & TECHNOLOGY, ROOM 2120

I. CALL TO ORDER

Present: Dr. Alison Scott, Dr. Brenda Talley, Dr. Camille Rogers, Dr. Cheryl Aasheim, Dr. Donna Saye, Dr. Jim Klein, Dr. Leslee Higgins, Dr. Marian Tabi, Dr. Mary Marwitz, Dr. Michael Moore, Dr. Michael Reksulak, Dr. Rebecca Ziegler, Dr. Reed Smith, Dr. Sonya Shepherd, Ms. Caroline James

Visitors: Dr. Adam Con, Dr. Aimao Zhang, Dr. Art Gowan, Ms. Candace Griffith, Dr. David Williams, Dr. Delena Gatch, Dr. Douglas Johnson, Dr. Mark Welford, Dr. Mary Hazeldine, Dr. Olivia Edenfield, Dr. Virginia Richards

Dr. Donna Saye called the meeting to order at 3:15 p.m.

II. APPROVAL OF AGENDA

A Higgins/Ziegler motion to approve the agenda was passed unanimously.

III. COLLEGE OF BUSINESS ADMINISTRATION

Dr. Leslee Higgins presented the following agenda items for the College of Business Administration. Selected Topics Announcements are for information only.

Revised Programs
All B.B.A. Programs
JUSTIFICATION:
The College of Business Administration faculty have approved a change to the program admission criteria for all BBA degrees as follows: Students who wish to change their major to “Pre-Business” must have a total institution GPA of 2.0 on all work completed at Georgia Southern University.

A Reksulak/Rogers motion to approve these program revisions was passed unanimously upon approval by Enrollment Management.

School of Accountancy

Course Revisions
FROM: ACCT 2101 - Financial Accounting
Prerequisite: Completion of Area A
TO: ACCT 2101 - Financial Accounting
Prerequisite: A minimum grade of “C” in BUSA 1105, MATH 1232, CISM 2530, and Completion of Area A

JUSTIFICATION:
The faculty have reviewed the skills they deem necessary for success in this course. The problem solving and critical thinking skills in the MATH course, the Excel proficiency in the CISM course, and the business foundation in the BUSA course were considered essential not only by the faculty, but by students as well.

FROM: ACCT 3131 - Intermediate Accounting I
The nature of financial accounting, reporting and current practice in the preparation of financial statements, and in accounting for cash; current receivables; inventories, property plant and equipment; intangible assets; current liabilities and contingencies. The time value of money is emphasized.
TO: ACCT 3131 - Intermediate Accounting I
The conceptual framework behind financial accounting, reporting and current practice in the preparation of financial statements including the income statement and balance sheet is the focus of this course. This includes accounting for changes and errors in financial reporting, income recognition, financial accounting disclosure, and analysis of financial statements through percentage and ratio analysis. Recent developments at the FASB, SEC and IASB are reviewed as an essential part of this course and students should be prepared to critically examine prospective financial accounting standards. The course stresses problem solving, critical thinking and research skills.

JUSTIFICATION:
The coverage of material within the course sequence Intermediate Accounting I, II and III has not changed. However, we have changed what content is covered in each of the classes. This description change reflects the new course content for Intermediate I.

FROM: ACCT 3132 - Intermediate Accounting II
A continuation of financial accounting from ACCT 3131. This course provides detailed coverage of several financial accounting topics including property, plant and equipment; intangible assets; current liabilities and contingencies; long term liabilities; stockholders’ equity; earnings per share; and investments. The financial statements of several public companies are reviewed and a detailed analysis of these statements is an essential part of this course.
TO: ACCT 3132 - Intermediate Accounting II
This course is a continuation of ACCT 3131. This course focuses on the accounting treatment for assets and liabilities including cash; current receivables; inventories; property, plant and equipment; intangible assets; current liabilities and contingencies; and long-term liabilities and receivables. The financial statements
of several public companies are reviewed and a detailed analysis of these statements is an essential part of this course.

**JUSTIFICATION:**
The coverage of material within the course sequence Intermediate Accounting I, II and III has not changed. However, we have changed what content is covered in each of the classes. This description change reflects the new course content for Intermediate Accounting II.

**FROM:** ACCT 4133 - Intermediate Accounting III
The capstone of the intermediate accounting sequence, this course is a continuation of ACCT 3132. Advanced accounting topics including revenue recognition; accounting for income taxes; accounting for pensions and other post-retirement benefits; accounting for leases; accounting changes and error corrections; the statement of cash flows; and financial accounting disclosures are the basis for this course. Recent developments at the FASB, SEC and IASB are reviewed as an essential part of this course and students should be prepared to critically examine prospective financial accounting standards.

**TO:** ACCT 4133 - Intermediate Accounting III
The capstone of the intermediate accounting sequence, this course is a continuation of ACCT 3132. Advanced accounting topics including investments, stockholders’ equity, accounting for income taxes, accounting for pensions and other post-retirement benefits, accounting for leases, and the statement of cash flows are the basis for this course.

**JUSTIFICATION:**
The coverage of material within the course sequence Intermediate Accounting I, II and III has not changed. However, we have changed what content is covered in each of the classes. This description change reflects the new course content for Intermediate Accounting III.

*A Reksulak/Rogers motion to approve these course revisions was passed unanimously.*

➢ **School of Economic Development**

**Course Revisions**

**FROM:** REDV 4830 - Special Problems in Economic Development Lecture

**TO:** REDV 4830 - Special Problems in Economic Development Independent Study

**JUSTIFICATION:**
Course was incorrectly listed as a “Lecture”, when in actuality it is an “Independent Study”.

*A Reksulak/Rogers motion to approve this course revision was passed unanimously.*

**Revised Program**

**B.B.A. Economics - International Business Emphasis**

**JUSTIFICATION:**
Typographical error concerning the major electives in the course catalog.

*A Reksulak/Rogers motion to approve this program revision was passed unanimously.*

➢ **Department of Management, Marketing, and Logistics**

**Course Revisions**

**FROM:** LOGT 4830 - Special Problems in Logistics Lecture

**TO:** LOGT 4830 - Special Problems in Logistics
Independent Study

JUSTIFICATION:
To properly show this is an independent study course rather than a lecture.

FROM: LOGT 4890 - Directed Study in Logistics and Intermodal Transportation
Lecture
TO: LOGT 4890 - Directed Study in Logistics and Intermodal Transportation
Directed Study

JUSTIFICATION:
To properly show this is a directed study course rather than a lecture.

FROM: MGNT 3334 - Human Resource Management
A survey course of the fundamentals of human resource management in organizations. The basics of Human Resource Management, systems, policies, and practices relative to functional areas such as workforce planning, employment, compensation and benefits, employee and labor relations, occupational health, safety and security will be covered. COBA students must earn a “C” or better in this class. Prerequisite: A minimum grade of “C” in MGNT 3130.

TO: MGNT 3334 - Human Resource Management
A survey course of the fundamentals of human resource management in organizations. The basics of Human Resource Management, systems, policies, and practices relative to functional areas such as workforce planning, employment, compensation and benefits, employee and labor relations, occupational health, safety and security will be covered. COBA students must earn a “C” or better in this class. Prerequisites: Pre-business students must meet requirements for BBA status. Students with declared majors in other fields must have completed a minimum of 60 semester hours. Recommend taking MGNT 3130 concurrently.

JUSTIFICATION:
Students need to have completed core course requirements in order to have sufficient general knowledge for success in the course. Taking the course concurrently with MGNT 3130 gives the student an opportunity to leverage learning from both courses.

FROM: MGNT 4332 - Compensation and Benefits
Prerequisite: A minimum grade of “C” in MGNT 3130.

TO: MGNT 4332 - Compensation and Benefits
Prerequisites: A minimum grade of “C” in MGNT 3130 and MGNT 3334.

JUSTIFICATION:
Students in Compensation and Benefits need to have a basic understanding of management, organizational behavior, and human resource management to succeed in this course. Adding MGNT 3334 as a prerequisite provides the student this basic understanding of human resource management.

FROM: MGNT 4333 - Human Resources Information Systems
Prerequisite: A minimum grade of “C” in MGNT 3130.

TO: MGNT 4333 - Human Resources Information Systems
Prerequisite: A minimum grade of “C” in MGNT 3334.

JUSTIFICATION:
Students in Human Resources Information Systems need to have a basic understanding human resource management to succeed in this course. Changing the pre-requisite to MGNT 3334 provides the student this basic understanding of human resource management.

FROM: MGNT 4334 - Current Issues in the Work Environment

TO: MGNT 4334 - Workplace Legislative Compliance
JUSTIFICATION:
The title change is to better reflect course content.
FROM:  MGNT 4338 - Staffing, Training, and Development  
Prerequisites: A minimum grade of “C” in MGNT 3130 and BUSA 3131.

TO:  MGNT 4338 - Staffing, Training, and Development  
Prerequisites: A minimum grade of “C” in MGNT 3130, MGNT 3334, and BUSA 3131.

JUSTIFICATION:
In addition to having a basic understanding of principles of management and organizational behavior (MGNT3130) and business statistics (BUSA3131), students need a basic understanding of human resource management (MGNT3334).

A Reksulak/Rogers motion to approve these course revisions was passed unanimously.

Revised Program
B.B.A. Management - Emphasis in Human Resource Management

JUSTIFICATION:
We are clarifying for students interested in the Human Resource Management (HRM) emphasis that other MGNT 4000 or 5000 level courses can be taken in order to satisfy the major electives when approved by the department head/advisor. This is consistent with the practice that exists in the department but students may be unaware. These additional courses align with feedback we are receiving from HRM professionals and research in terms of what should be included in the curriculum. These include such courses as an internship or special topics relative to HRM.

A Reksulak/Rogers motion to approve this program revision was passed unanimously.

Selected Topics Announcement
MGNT 4030 - Leadership Skills

JUSTIFICATION:
This course focuses on developing students’ leadership skills. Grounded in prominent leadership theories, the course will help students assess and enhance their current leadership competencies. These pedagogical goals will be achieved through the use of self assessments, developmental activities, the development of a Personal Leadership Action Plan, and a learning journal. While appropriate for any upper-division business or non-business major, the course will be especially relevant for the large number of Management majors in the College of Business Administration.

IV.  COLLEGE OF EDUCATION

Dr. Michael Moore presented the following agenda items for the College of Education.

New Courses
SPED 3331 - Introduction to Special Education for Early Childhood Education
This course is designed to examine: (a) the characteristics of students with disabilities, (b) the educational and legal implications for working with students with disabilities and other special learning needs, (c) collaborating with other professionals to meet the needs of all students, (d) strategies for successful inclusion, and (e) instructional and curricular adaptations. Prerequisite: Admission to Teacher Education Program. Corequisites: ITEC 3130, ECED 3131, and EDUF 3131. 3 credit hours.

JUSTIFICATION:
This course will meet the requirement of House Bill 571. This course is required for certification. As a result of the BOR changes in Area F, this course has been changed from a 2-hour course to a 3-hour upper division course.
SPED 3332 - Introduction to Special Education in the Middle Grades
This course is designed to examine the etiology, diagnosis, characteristics, effective teaching strategies, and philosophical, educational, and legal implications of the full range of students who demonstrate a need for additional educational services in order to achieve full potential. Prerequisite: A minimum grade of “C” in MGED 3131 and admission to Teacher Education. Corequisites: MGED 3332, MGED 3432, and MGED 3731. 3 credit hours.

JUSTIFICATION:
This course will meet the requirements of House Bill 571. This course is required for certification and will replace SPED 2120 Introduction to Special Education.

SPED 3333 - Introduction to Special Education
This course is designed to examine the etiology, diagnosis, characteristics, effective teaching strategies, and philosophical, educational, and legal implications of the full range of students who demonstrate a need for additional educational services in order to achieve full potential. Prerequisite: Admission to Teacher Education Program.

JUSTIFICATION:
This course will meet the requirement of House Bill 571. This course is required for certification and will replace SPED 2120 Introduction to Special Education as a result of the Board of Regents changes in area F. The course has been changed from a 2 hour course to a 3 hour upper division course.

A Moore/Marwitz motion to approve these new courses was passed unanimously.

V. COLLEGE OF LIBERAL ARTS AND SOCIAL SCIENCES

Department of Music
Dr. Adam Con presented the following agenda items for the Department of Music.

Course Revision
FROM: MUSC 4531 - Secondary Choral Methods and Materials
Designed to provide the future choral music educator with rehearsal and teaching skills necessary to function in the choral music classroom. Students will learn rehearsal and teaching techniques, management and administration strategies, and develop specific skills related to becoming an effective teacher. Prerequisites: A minimum grade of “C” in MUSC 4431 and admission to the Teacher Education Program.

TO: MUSC 4531 - Middle Grades Methods and Materials in Music
Designed to provide the music education candidate with rehearsal and teaching skills necessary to function in the middle grades music classroom. Through in class instruction and thirty hours of structured field experience, students will learn rehearsal and teaching techniques, management and administration strategies, and develop specific skills related to effective middle grades music teaching. Prerequisites: A minimum grade of “C” in MUSC 4431 or MUSC 4432; and admission to the Teacher Education Program.

JUSTIFICATION:
Course revised to better address P-12 certification requirements.

A Smith/Rogers motion to approve this course revision was passed unanimously.

New Course
MUSC 4799 - Student Teaching in P-12 Music Education
Student Teaching in Music Education is a period of guided music teaching during which the student, under the direction of a cooperating teacher, takes increasing
responsibility for leading the school music experiences of a given group of learners over a period of consecutive weeks and engages more or less directly in many of the activities which constitute the wide range of a music teacher’s assigned responsibilities. Prerequisite: Completion of all degree courses. 9 credit hours.

JUSTIFICATION:
This Course already exists in the program under the course title ESED 4799. This course is required for the Major: B.M in Music Education. This is the student teaching practicum. The College of Education in agreement with the College of Liberal Arts and Social Sciences, recognizes that ESED 4799 should be titled MUSC 4799 to reflect proper student enrollment. This course is supervised by Music Education faculty only. This form fulfills the formality of making the understanding between the College of Education and College of Liberal Arts and Sciences official. This does not change the current degree requirements in any way.

A Smith/Rogers motion to approve this new course was passed unanimously.

➢ Department of Communication Arts
Dr. Reed Smith presented the following agenda items for the Department of Communication Arts. Dr. Olivia Edenfield was notified after the meeting that this would need to be approved by Enrollment Management.

Revised Program
B.S. Communication Arts, Broadcasting/Production Emphasis

JUSTIFICATION:
The revisions seek to clarify some discrepancies in consistency within the three emphases, and to add rigor to the program to further enhance graduate preparedness for the job market.

An Aasheim/Reksulak motion to approve this program revision was passed unanimously.

VI. COLLEGE OF INFORMATION TECHNOLOGY
Dr. Camille Rogers presented the following agenda items for the College of Information Technology.

➢ Department of Computer Science
New Courses
CSCI 5420 - Computer Security
Computer security theory and practice fundamentals including methods of attack, defending against attacks, privacy vs. security, methods of encryption, authentication, writing secure code, web security, and network security.
Prerequisite: A minimum grade of “C” in CSCI 2120. Corequisite: CSCI 5332.
3 credit hours.

JUSTIFICATION:
This course is necessary to meet requirements for application for Georgia Southern University to become a National Security Agency (NSA) Center of Excellence in Information Security. If we are accepted, students will be able to become certified in Information Security by the NSA.

CSCI 5444 - Computer Graphics
Course covers fundamentals of the theory of computer graphics, including raster systems, 3D viewing, illumination, shading and solid modeling. A standard computer graphics language is also introduced in cooperating with the learning of the theory.
Prerequisites: A minimum grade of “C” in CSCI 3230 and CSCI 3236.
3 credit hours.

JUSTIFICATION:
The course CSCI 5444 Computer Graphics is required for the new proposed certificate in Game Programming.

CSCI 5466 - Animation
Course covers mechanism of computer animation and its implementation in OpenGL, together with advanced graphics features that are essential for full-fledged animation. Prerequisite: A minimum grade of “C” in CSCI 5444. 3 credit hours.

JUSTIFICATION:
The course CSCI 5466 Animation is required for the new proposed certificate in Game Programming.

CSCI 5531 - Systems Assurance Standards and Processes
Course explores international and national standards (including ISO 17799) as frameworks in modeling internal security standards, policies and procedures. Lectures and case studies situate course topics in the explicit context of technologically rich environments of modern software and data intensive systems and networks. Lectures are based on systematic use of standards and assessments of realistic cases from diverse areas. Cases are used in a comprehensive manner covering the most relevant systems assurance issues in situations characterized by complex interdependencies, for example associated with multiple locations, substantial software development, large data center responsibilities and multilayered networks. Technical issues underlining non-electronic security are fully complemented with leadership ones in all areas of security including those for large and medium-sized organizations. Students will be involved in risk assessments, comprehensive assurance planning, improvement of policies and procedures as well as budget preparations, an array of risk assessments and countermeasure planning based on solid understanding of technical issues involved, including relevant calculations in capacity planning, storage virtualization (using RAID for fault tolerance and backups) and similar. Prerequisite: A minimum grade of “C” in CSCI 5420 or permission of instructor. 3 credit hours.

JUSTIFICATION:
The course CSCI 5531 Systems Assurance Standards and Processes is required for a certificate in Systems Assurance (as it is designed to provide in depth coverage of topics required by the CNSSI-40xx standards for education of Security Systems Professionals. This course is necessary to complete the standards to obtain a nationally recognized Center for Academic Excellence in Information Assurance Education (CAEIAE). This course is planned as an 5000 level elective for Computer Science students interested in complex systems security issues particularly regarding non-electronic aspects.

CSCI 5580 - Wireless and Mobile Systems
This course deals with the basics of cellular concept and mobile communication systems, multiple radio access procedures and channel allocation techniques, the architecture and functioning of satellite systems including global positioning systems, different wireless LAN technologies and personal area networks with an emphasis on Bluetooth networks and mobile application development required for mobile and wireless handheld devices like PDAs and cell phones. Prerequisites: A minimum grade of “C” in CSCI 5332 and MATH 1441 or permission of instructor. 3 credit hours.

JUSTIFICATION:
The course CSCI 5580 Wireless and Mobile Systems is intended to keep the curriculum current in Wireless Technologies. This course is planned as an 5000
level elective for Computer Science students interested in gaining knowledge about different types of wireless and mobile systems together with mobile application development.

An Aasheim/Reksulak motion to approve these new courses was passed unanimously.

Revised Program
B.S. Computer Sciences

JUSTIFICATION:
Add new proposed courses for Undergraduate Curricula at the Department of Computer Science.

An Aasheim/Reksulak motion to approve this program revision was passed unanimously.

➢ Department of Information Systems

New Course
CISM 2530H - Advanced Business Applications - (Honors)

This course will provide students with hands-on experience in creating advanced business applications using spreadsheet and database management system (DBMS) tools. Advanced topics in word-processing and presentation tools will also be explored. Students will complete weekly projects with an emphasis on comprehensive applications of software to specific business applications and problem solving in various business disciplines including quantitative methods, finance, marketing, logistics, accounting, and other relevant applications in business. Students will be expected to successfully complete the practice exam version of the Microsoft Certification Exams in Excel and Access. Reserved for Honors students. 3 credit hours.

JUSTIFICATION:
CISM 2530 is a required course for BBA students CISM 2530H will be available for BBA honors students.

An Aasheim/Smith motion to approve this new course was passed unanimously.

➢ Department of Information Technology

New Course
IT 3233 - Database Design and Implementation

This course provides students with the opportunity to develop a broad knowledge of database design, implementation, and systems development. The course covers data modeling concepts, approaches and techniques, and stages in database development processes (conceptual, logical and physical design). The course also covers methods and approaches used in system analysis and design, including the system development life cycle, prototyping, and rapid application design. To reinforce the course concepts, students will carry out individual and group projects based on real world situations. Prerequisite: A minimum grade of “C” in CSCI 1236. 3 credit hours.

JUSTIFICATION:
IT applications are used to support organizational processes. Common to most of these processes is the need to connect to an organization’s database. The development of applications requires knowledge of systems as well as databases. This course provides IT students with the knowledge and ability to create databases and develop systems using current methods. It will also provide students with the ability to learn new methods as they are developed. Finally, the course will provide students with knowledge that will be useful in the web, knowledge management, and networking specializations.
An Aasheim/Smith motion to approve this new course was passed unanimously.

Course Revision
FROM: IT 4790 - Internship in Information Technology
Grade Mode: Satisfactory/Unsatisfactory. 0 credit hour.

TO: IT 4790 - Internship in Information Technology
Grade Mode: Normal. 3 credit hour.

JUSTIFICATION:
The requested revision is to make the course for credit (currently students earn no hours) and change the grading to a normal mode instead of a satisfactory/unsatisfactory. Both of the changes should result in students taking the internship experience more seriously.

An Aasheim/Smith motion to approve this course revision was passed unanimously.

Revised Programs
B.S. Information Technology
JUSTIFICATION:
Add MATH 1232 - Survey of Calculus in Major Requirements. According to 10/18/05 UC meeting, MATH 1232 should be added to Major Requirements. But 2006 catalogue did not reflect the change. The importance of the IT 4790 Internship in Information Technology is emphasized by changing it from 0 credit hours to 3 credit hours. It should be moved from Telecommunications and Network Administration to Major requirements. CISM 4234 is no longer being offered and should be dropped from the specialization of Systems Development and Support. BRCT 3335- Writing for Electronic Media should be dropped from the specialization of Web and Multimedia Foundations. This course has a hidden prerequisite. The total credit hour of Secondary Discipline is reduced to 18 credit hours (3 hours listed in Area F and 15 hours listed in Second Discipline Concentration). 

Adjusting Major Requirements to 36 hours, and Electives to 9 hours to accommodate the changes of the programs above. PROGRAM ADMISSION CRITERIA AND OTHER PROGRAM REQUIREMENTS: To set a higher standard of achievement for the IT major. A minor gives options beyond the currently approved second disciplines.

Second Discipline in International Trade
JUSTIFICATION:
The second discipline in International Trade for the IT major enables students to effectively work with customers and partners outside the United States. The outsourcing of certain areas of information technology is placing new demands upon IT professionals in the United States. They must be able to successfully interact with people in many other countries and leverage diversity to their benefit. This interdisciplinary program provides students with a global perspective, as well as technical skills, to be able to successfully develop and support IT solutions in an international environment.

Second Discipline in Music
JUSTIFICATION:
Reduction in number of hours of required courses from 21 to 18 hours in second discipline concentrations to allow for additional requirement of IT internship (IT 4790) for 3 hours credit in the Information Technology program. Currently IT 4790 is required for no credit.

Second Discipline in Visual Communications Design
JUSTIFICATION:
1. Reduction in number of hours of required courses from 21 to 18 hours in second discipline concentrations to allow for additional requirement of IT internship (IT 4790) for 3 hours credit in the Information Technology program. Currently IT 4790 is required for no credit. 2. Change in coursework to reflect current course offerings in graphic design concentration, replacing those that are no longer offered.

Second Discipline in Technical Writing
JUSTIFICATION:
Reduction in number of hours of required courses from 21 to 18 hours in second discipline concentrations to allow for additional requirement of IT internship (IT 4790) for 3 hours credit in the Information Technology program. Currently IT 4790 is required for no credit.

Second Discipline in Spanish
JUSTIFICATION:
Reduction in number of hours of required courses from 21 to 18 hours in second discipline concentrations to allow for additional requirement of IT internship (IT 4790) for 3 hours credit in the Information Technology program. Currently IT 4790 is required for no credit.

Second Discipline in French
JUSTIFICATION:
Reduction in number of hours of required courses from 21 to 18 hours in second discipline concentrations to allow for additional requirement of IT internship (IT 4790) for 3 hours credit in the Information Technology program. Currently IT 4790 is required for no credit.

Second Discipline in Technology and Political Analysis
JUSTIFICATION:
Reduction in number of hours of required courses from 21 to 18 hours in second discipline concentrations to allow for additional requirement of IT internship (IT 4790) for 3 hours credit in the Information Technology program. Currently IT 4790 is required for no credit.

Second Discipline in Information Technology and the Administration of Justice
JUSTIFICATION:
Reduction in number of hours of required courses from 21 to 18 hours in second discipline concentrations to allow for additional requirement of IT internship (IT 4790) for 3 hours credit in the Information Technology program. Currently IT 4790 is required for no credit.

Second Discipline in Health Informatics
JUSTIFICATION:
Reduction in number of hours of required courses from 21 to 18 hours in second discipline concentrations to allow for additional requirement of IT internship (IT 4790) for 3 hours credit in the Information Technology program. Currently IT 4790 is required for no credit.

An Aasheim/Smith motion to approve these program revisions was passed unanimously.

VII. COLLEGE OF HEALTH AND HUMAN SCIENCES
Dr. Virginia Richards presented the following agenda items for the College of Health and Human Sciences.

New Course
SMGT 4630 - Baseball and American Culture
This course is designed to provide students with an overview of the history of baseball in America, and relate the historical events and phenomena to American culture. Course work will relate class topics to historical and contemporary social, cultural, economic, and political issues. Course content will consist of lectures, readings, class discussion, video and other presentations. 3 credit hours.

JUSTIFICATION:
This course is offered as a guided elective for Sport Management majors. Furthermore, each summer this course reaches its capacity of 50 students by drawing from numerous majors around campus (e.g., business, history, education, recreation, english, etc.).

A Moore/Klein motion to approve this new course was passed unanimously.

VIII. ALLEN E. PAULSON COLLEGE OF SCIENCE AND TECHNOLOGY

➢ Department of Biology
Dr. Shahnam Navaee presented the following agenda items for the Department of Biology.

New Course
BIOL 5237 - Physiological Ecology
Examines how physiological adaptations of animals and plants to abiotic environmental factors (e.g., temperature, salinity, moisture, ultraviolet radiation) contribute to the understanding of local species diversity, biogeographic patterns, and habitat exploitation. Emphasis is placed on how physiological function (e.g., osmoregulation, thermoregulation, gas exchange, energy use) interfaces with ecology and evolutionary biology. Graduate students will be given an extra assignment determined by the instructor that undergraduates will not be required to do. Prerequisites: A minimum grade of “C” in BIOL 2131, BIOL 3132, and BIOL 3133. 3 credit hours.

JUSTIFICATION:
There is a need for 3 hour lecture classes (i.e., no lab component) in the Department of Biology because of the demand for such courses by biology majors as well as science education majors. This class provides a unique perspective on biology because it integrates concepts from several biological subdisciplines (physiology, biochemistry, ecology, and evolution). This course has been successfully taught as a BIOL 5099 Selected Topics course during Fall 2004 and Fall 2005.

An Aasheim/Higgins motion to approve this new course was passed unanimously.

➢ Department of Construction Management and Civil Engineering Technology
Dr. Shahnam Navaee presented the following agenda items for the Department of Construction Management and Civil Engineering Technology.

Course Revisions
FROM: TCM 1130 - Architectural Graphics & Print Reading
A study of construction working drawings. Topics include sketching and drafting techniques for the presentation of floor plans, elevations, sections and building components. Prerequisite: None.

TO: TCM 1130 - Architectural Graphics & Print Reading
A study of construction working drawings. Topics include sketching and drafting techniques for the presentation of floor plans, elevations, sections, and building components. Students will be introduced to the application of CAD
(Computer Aided Design) in studying the topics above. Prerequisites: CISM 1110 and CISM 1120.

**JUSTIFICATION:**
Based on departmental assessment, CISM 1110 and CISM 1120 prerequisites will facilitate and improve the instruction of the course TCM 1130 due to the addition of the CAD component to the course. The catalog description was modified to indicate the addition of the new CAD component.

**FROM:** TCM 2230 - Wood Structures  
Prerequisite: TCM 1130.

**TO:** TCM 3230 - Wood Structures  
Prerequisites: TCM 1130 and TCM 2240.

**JUSTIFICATION:**
Wood Structures, TCM 2230 is offered in the junior year, therefore the first number of the course must be 3 to be in line with the University-wide course numbering system, hence the change to TCM 3230. Also, from departmental assessment and student evaluations, a new prerequisite TCM 2240 has been added to facilitate and improve the instruction of TCM 3230.

**FROM:** TCM 2231 - Steel Structures  
Prerequisite: TCM 1130.

**TO:** TCM 3231 - Steel Structures  
Prerequisites: TCM 1130 and TCM 2240.

**JUSTIFICATION:**
Steel Structures, TCM 2231 is offered in the junior year, therefore the first number of the course must be 3 to be in line with the University-wide course numbering system, hence the change to TCM 3231. Also, from departmental assessment and student evaluations, a new prerequisite TCM 2240 has been added to facilitate and improve the instruction of TCM 3231.

**FROM:** TCM 2232 - Concrete and Masonry Structures  
Concrete, concrete formwork and masonry construction. Topics include concrete formwork design and construction, concrete reinforcing and accessories, fundamental properties of concrete, concrete handling, field testing, finishing and curing, masonry and mortar materials and accessories and masonry construction. Prerequisite: TCM 1130.

**TO:** TCM 3232 - Concrete and Masonry Structures  
Concrete, concrete formwork and masonry construction. Topics include concrete formwork design and construction, concrete reinforcing and accessories, fundamental properties of concrete, concrete handling, field testing, finishing, curing, mortar materials and masonry construction. Prerequisites: TCM 1130 and TCM 2240.

**JUSTIFICATION:**
Concrete and masonry structures, TCM 2232 is offered in the junior year, therefore the first number of the course must be 3 to be in line with the University-wide course numbering system, hence the change to TCM 3232. Also, from departmental assessment and student evaluations, a new prerequisite TCM 2240 has been added to facilitate and improve the instruction of TCM 3232. The catalog description was changed to correct the grammar.

**FROM:** TCM 4432 - Construction Administration  
Prerequisite: Completion of 25 hours of TCM course work.

**TO:** TCM 4432 - Construction Administration  
Prerequisite: TCM 3331 and completion of 25 hours of TCM course work.
JUSTIFICATION:
Based on student evaluations and departmental assessment, the addition of the prerequisite TCM 3331 (Construction Finance) will improve and facilitate the instruction of the course TCM 4432.

A Smith/Rogers motion to approve these course revisions was passed unanimously.

Revised Program
B.S. Construction
JUSTIFICATION:
The course numbers of TCM 2230 (Wood Structures), TCM 2231 (Steel Structures), TCM 2232 (Concrete and Masonry Structures) are respectively being changed to TCM 3230 (Wood Structures), TCM 3231 (Steel Structures), TCM 3232 (Concrete and Masonry Structures), because they are offered in the third year. This is in line with the University-wide numbering policy. The Introduction to Statistics course, STAT 2231, is required for Construction Management positions and graduate school. In the past, this course has consistently been required of the CM majors to satisfy Area D, but unfortunately, it had not been listed as a requirement for Area D under the Construction Management Program in the University catalog.

A Smith/Rogers motion to approve this program revision was passed unanimously.

Department of Geography And Geology
Dr. Mark Welford presented the following agenda items for the Department of Geology and Geography.
New Course
GEOL 5431 - Coastal Geology
Coastal Geology will comprise an introduction to a variety of coastal environments and landforms as well as the physical and geological processes that shape them. Coastal hazards and issues related to the ecology and management of the coast will also be discussed. The course will include two required weekend fieldtrips to coastal areas in the southeastern United States. Graduate students will complete an individual term project or a special report. Prerequisite: GEOL 1121 or GEOL 1330; or permission of instructor. 3 credit hours.

JUSTIFICATION:
Coastal Geology will offer students the opportunity to enrich their educational backgrounds and will fill an existing topical gap in the Geology curriculum. This subject was chosen in direct response to evidence based on senior surveys conducted as part of our departmental quality enhancement plan. The course will contribute to upper-level elective requirements in the BA and BS Geology programs. Coastal Geology will take advantage of the University's location in the coastal plain of Georgia and will utilize current faculty expertise in this area. The interdisciplinary nature of the course (e.g. management, ecology) and coastal issues in the news (e.g. hurricanes and tsunamis) in recent years help make this course attractive to a wide range of students, including non-geology majors.

A Reksulak/Higgins motion to approve this new course was passed unanimously.

Course Revision
FROM: GEOG 4120 - Introduction to Research Methods
TO: GEOG 4120 - Introduction to Research
JUSTIFICATION:
Both BS programs in Geology and Geography require an Introduction to Research course (GEOG 4120 for geography, GEOL 4120 for geology). However, although the content is the same for both courses, the title is different. We want to change the title of GEOG 4120 so it is consistent with GEOL 4120. No catalog page revision is needed because the title of the course as listed on the BS Geography page is already Introduction to Research.

A Reksulak/Higgins motion to approve this course revision was passed unanimously.

Revised Programs

B.A. Geology
JUSTIFICATION:
We propose adding GEOL 5440 - Structural Geology to the required courses for the B.A. Geology degree. This revision will increase the rigor of the BA, better align our BA program with those of peer and aspirational institutions, and will better prepare our students for careers or graduate study in geoscience. This 4-hour course addition will cause an increase in the number of required geology hours to 25, so general electives will be reduced by 4 hours.

Geography Minor
JUSTIFICATION:
The current minor in Geography requires 15 hours of coursework which follow a particular track (Human, Physical, Regional Geography or Geographic Technique). In practice, most Geography minors simply take a combination of 3000-level and above Geography courses based on their interests and the courses that are available at the time. We propose removing the requirement for tracks and modifying the Geography minor to just require 15 hours of upper-level Geography courses.

Geographical Information Systems Second Discipline Concentration
JUSTIFICATION:
The current minor in Geographic Information Science and the second discipline in Geographical Information Systems have different names, although the required courses are the same. Additionally, the name Geographic Information Science is currently recognized as the most appropriate title for this discipline. We feel both the minor and the second discipline should have the same name as they comprise the same courses.

The Information Technology program is reducing credits hours in all Second Disciplines in order to allow for 3 hours credit in an internship. To reduce the credit hours in the Geographic Information Science Second Discipline from 23 to 19, GEOG 5091 (Applied GIS) will be deleted.

A Reksulak/Higgins motion to approve these program revisions was passed unanimously.

Department of Mathematical Science

Dr. Donna Saye presented the following agenda items for the Department of Mathematical Science. Selected Topics Announcement is for information only.

New Course
MATH 5131 - Geometry for K-8 Teachers
A continuation of the study of geometry from MATH 3032. Focus will be on two and three dimensional geometry. Motion geometry and tessellations will also be covered. For Early Childhood and Middle Grade majors only.
Prerequisite: A minimum grade of “C” in MATH 3032. 3 credit hours.
JUSTIFICATION:
Middle grade teachers are now required to teach much more geometry than in the past. To better prepare our middle grade majors, we need to teach them more geometry than is currently in their program. This course will be a requirement for the Middle Grades program when mathematics is chosen as an area of concentration.

A Rogers/Reksulak motion to approve this new course was passed unanimously.

Course Revisions
FROM: MATH 2031 - Mathematics for K-8 Teachers I
A study of mathematics in the areas of sets, logic, numeration systems, real number system including fractions and decimals, and ratio and percent. For Early Childhood and Middle Grade Majors only. Prerequisite: MATH 1111.

TO: MATH 2008 - Foundations of Numbers and Operations
This course is an Area F introductory course for early childhood education majors. This course will emphasize the understanding and use of the major concepts of numbers and operations. As a general theme, strategies of problem solving will be used and discussed in the context of various topics. This course is also part of the program of study for middle grade majors. Prerequisite: A minimum grade of “C” in MATH 1111.

JUSTIFICATION:
In April 2006, the Board of Regents approved a new Area F course that is required for all Early Childhood majors at all USG institutions. At Georgia Southern, there has been a similar course requirement since 1998. The new BOR course, Math 2008, consists of the same topics that are currently in Math 2031. The only change is in the course number, title and catalog description. All other aspects of the two courses are the same. This course revision is only needed to meet the BOR mandate for offering this course.

FROM: MATH 5130 - Statistics and Geometry for K-8 Teachers
An in-depth study of topics in statistics, such a sampling and data analysis, and geometry, such as motion geometry and non-euclidean geometries. For Early Childhood and Middle Grade major only. Graduate students will be given an extra assignment determined by the instructor that undergraduates will not be required to do.

TO: MATH 5130 - Statistics and Probability for K-8 Teachers
An in-depth study of topics in statistics, such as sampling and data analysis, and probability, such as counting methods, odds, and expected value. For Early Childhood and Middle Grade majors only.

JUSTIFICATION:
The Board of Regents has asked each University System institution to examine their teacher education courses so that the courses are more aligned with the Georgia Performance Standards. The geometry removed from this course will not be deleted, but rather moved to the new Math 5131. By also moving the probability content from another course to this one, we are meeting the Board of Regents request.

FROM: MATH 5135 - Calculus Concepts for K-8 Teachers
A study of algebraic structures with a review of precalculus. This is followed by an intuitive approach to calculus and the study of mathematical connections in the curriculum. For Early Childhood and Middle Grade major only. Graduate
students will be given an extra assignment determined by the instructor that undergraduates will not be required to do.

TO: MATH 5135 - Algebraic Connections for K-8 Teachers
The evolution of algebraic concepts through the curriculum will be followed by how algebra is related to other areas of mathematics and real-world applications. For Early Childhood and Middle Grade majors only.

JUSTIFICATION:
The Board of Regents has asked each University System institution to examine their teacher education courses so that the courses are more aligned with the Georgia Performance Standards. With an increased emphasis on algebra starting at the kindergarten level, early childhood students need a more complete understanding of algebra and how it relates to other topics. The Board of Regents will also soon require Middle Grade majors to take precalculus as a separate course, eliminating the need for the course in its current form.

FROM: MATH 5136 - History of Mathematics
A survey of the historical development of mathematics. The emphasis will be on mathematical concepts, problem solving, and pedagogy from a historical perspective. Intended for Math Education majors. Graduate students will be given an extra assignment determined by the instructor that undergraduates will not be required to do.

TO: MATH 5136 - History of Mathematics
A survey of the historical development of mathematics. The emphasis will be on mathematical concepts, problem solving, and pedagogy from a historical perspective. Graduate students will be given an extra assignment determined by the instructor that undergraduates will not be required to do.

JUSTIFICATION:
The B.S. Ed. in Mathematics Education is no longer a degree offered in the College of Education. Therefore, reference to Mathematics Education majors must be removed from the course description.

A Rogers/Reksulak motion to approve these course revisions was passed unanimously.

Course Deletion
MATH 5134 - Topics in Discrete Mathematics for K-8 Teachers
JUSTIFICATION:
The content in this course is being integrated into other courses to meet the Board of Regents request that teacher preparation courses be better aligned to the Georgia Performance Standards. The content in this course will now be taught in Math 5130 and Math 5135.

A Rogers/Reksulak motion to approve this course deletion was passed unanimously.

Revised Program
B.S. Mathematics
JUSTIFICATION:
Recently by the decision of Board of Regents, the programs in mathematics education for secondary school teachers have been canceled at colleges of education. Students who wish to become secondary grade mathematics teachers are now required to graduate with the degree in mathematics from the mathematics department. The concentration in mathematics education is designed to accommodate the students who wish to pursue mathematics education and become teachers of mathematics. In addition, presently the only way to obtain the Teachers Certificate in Mathematics is to complete Master of Arts in Teaching (M.A.T.). The concentration will also help students who wish to obtain the certificate and continue their study in the M.A.T. program.
A Rogers/Reksulak motion to approve this program revision was passed unanimously.

Selected Topics Announcement
MATH 2010 - Selected topics in Middle Grades Mathematics

Department of Mechanical and Electrical Engineering Technology

Dr. David Williams presented the following agenda items for the Department of Mechanical and Electrical Engineering Technology.

New Courses
GCM 1631 - Introduction to Multimedia
The course will introduce students to multimedia through its history, its various uses, and its different components. Students will create multimedia products and solve problems related to the creation of their components. Students will plan a multimedia presentation, create the various components and assemble those components into an effective multimedia presentation using current digital technologies. 3 credit hours.

JUSTIFICATION:
Graphic Communications Management has been teaching a multimedia course since 1992. Our current experience in teaching Multimedia Presentations (GCM 5332) has lead the faculty to identify the need to provide a foundation or introductory course. The need rises from the fact that there is a greater variety of media software and it is of greater sophistication so that the prerequisite of general computer knowledge was once acceptable is no longer sufficient. Faculty must spend valuable class time providing remedial instruction to students who lack the experiences and knowledge to use the technology, thereby reducing the amount of content delivery time for the GCM 5332 course.

Today’s students are continually exposed to and surrounded by multimedia. An introductory course will build a foundation for multimedia through its history, its various uses and its different components. The laboratory experiences of multimedia creation and editing will develop a base knowledge of the process of making effective presentation as a complete package. This course will be used as an elective to Graphic Communications Management, and all other majors interested in multimedia.

TSEC 5336 - Environmental Law
A course designed to provide an introduction and overview (for those without legal or specific scientific training) of the system through which our nation attempts to preserve the environment. The U.S. legal system, national, and international environmental policy is reviewed. Emphasis is placed on the control of air quality, water quality, toxic substances, and hazardous releases as it relates to environmental regulation of industry. Graduate students will be required to complete an additional project or assignment in addition to the undergraduate course requirements. 3 credit hours.

JUSTIFICATION:
Environmental Law has been taught as a TCGT 7895 (Special Problems) course in the MT program since 2001. The course is an elective in the undergraduate Manufacturing degree, specifically in the Industrial Safety & Environmental Compliance concentration. It is also an elective in the Industrial Safety and Environmental Compliance and the inter-disciplinary Environmental Studies study-options in the Master of Technology degree program. The Manufacturing Industrial Advisory Board, which reviews program curriculum changes, has indicated that the course should probably be required due to the importance of
global environmental compliance issues. Other academic disciplines such as biology, chemistry, geology, and public health, which also have courses related to environmental issues, could benefit from this course.

*A Higgins/Aasheim motion to approve these new courses was passed unanimously.*

Course Revisions

**FROM:** TMFG 2131 - The Manufacturing Enterprise
A study of the activities common to manufacturing companies in the free enterprise system. Students are engaged in academic study combined with innovative hands-on application activity in organizing, owning, and operating a simulated company which develops, produces, and markets a competitive product for profit. Schedule Type: Lecture. Hours: 3 lecture, 0 lab, 3 credit.

**TO:** TMFG 2131 - The Manufacturing Enterprise
A national award-winning private enterprise simulation course with innovative hands-on application activity in organizing, owning, and operating a company. Students from a variety of majors study the typical enterprise organizational responsibilities and interrelationships, and operate a laboratory factory, developing, producing, and marketing a competitive product for profit. Schedule Type: Lecture/Lab. Hours: 2 lecture, 3 lab, 3 credit.

**JUSTIFICATION:**
A few years ago TMFG 2131 was changed from a 5-contact-hour lecture/lab course to 3-contact-hour lecture course, with student homework in the latter portion of the term consisting of "overtime" supporting production activities. Experience has shown that this approach is not effectively providing time necessary for student activities. This proposal is intended to revert back to a 2-3-3 approach, and concurrently provides an updated catalog description. The catalog description was changed to reflect the addition of a laboratory component. No change in the program page is necessary due to a change in contact hours only.

**FROM:** TMFG 5234 - Industrial Supervision
The practical problems of front line supervision and the application of manufacturing management and leadership principles to individuals and groups. Prerequisite: None. Schedule Type: Lecture. Hours: 3 lecture, 0 lab, 3 credit.

**TO:** TMFG 5234 - Introduction to Technical Management and Leadership
A study in the application of modern technical management and leadership principles to individuals and groups. This course is directly linked to the knowledge and applications learned in the technical manufacturing courses taken in the Industrial Management Program. Graduate students are required to complete an advanced level assignment in addition to all undergraduate course requirements. Prerequisite: TMFG 2131. Schedule Type: Lecture/Lab. Hours: 2 lecture, 3 lab, 3 credit.

**JUSTIFICATION:**
The purpose of the revision is primarily to consolidate and reduce the number of courses offered. Two current courses TMFG 5234 (Industrial Supervision) and TMFG 3231 (Introduction to Industrial Management) are being combined into one course by way of the revision of TMFG 5234. A prerequisite and a hands-on laboratory component are being added to the course. TMFG 3231 will not be deleted at this time. The title and catalog description were changed to better reflect the content of the course.

**FROM:** TSEC 5333 - Industrial Hygiene
Occupational health approaches for anticipating, assessing and controlling the various hazards and harmful situations in an industrial environment, which may have an adverse effect on the employees' health, comfort and performance.
Regulatory agencies, compliance, and program management issues are discussed. Since this is a dual numbered course Graduate students will be given an extra assignment determined by the instructor that undergraduates will not be required to do. Schedule Type: Lecture. Hours: 3 lecture, 0 lab, 3 credit.

TO: **TSEC 5333 - Industrial Hygiene and Ergonomics**

A study of the techniques used by health and safety professionals to anticipate, recognize, evaluate, and control those environmental factors or stresses arising in or from the workplace that adversely affect an employee’s health, comfort, and performance. Ergonomic tool and work area design and work procedures are emphasized. Regulatory agencies, compliance, and program management issues are discussed. Graduate students are required to complete an advanced level assignment in addition to all undergraduate course requirements. Schedule Type: Lecture/Lab. Hours: 3 lecture, 1 lab, 3 credit.

**JUSTIFICATION:**
TSEC 5333 (Industrial Hygiene) and TSEC 5332 (Ergonomics) are being consolidated into one course and a one contact hour laboratory component is being added to the revised course. This is being done to reduce the number of courses offered, to make the course more consistent with national norms, to follow the recommendation of the program's Industrial Advisory Board, and to add hands-on lab-based activities. The title and catalog description were changed to better reflect the content of the course. TSEC 5332 will not be deleted at this time.

* A Higgins/Aasheim motion to approve these course revisions was passed unanimously.

**Course Deletions**

**GCM 2132 - Image Preparation I**

**JUSTIFICATION:**
Content from GCM 2132 has been moved into GCM 1321/1411 and GCM 2532/2512 (new courses approved Sp06).

**GCM 2212 - Image Preparation I Laboratory**

**JUSTIFICATION:**
Content from GCM 2212 has been moved into GCM 1321/1411 and GCM 2532/2512 (new courses approved Sp06).

**GCM 3333 - Image Preparation II**

**JUSTIFICATION:**
Content from GCM 3333 has been moved into GCM 1321/1411 and GCM 2532/2512 (new courses approved Sp06).

**GCM 3413 - Image Preparation II Laboratory**

**JUSTIFICATION:**
Content from GCM 3413 has been moved into GCM 1321/1411 and GCM 2532/2512 (new courses approved Sp06).

* A Higgins/Aasheim motion to approve these course deletions was passed unanimously.

**Revised Programs**

**B.S. Manu. Industrial Management**

**JUSTIFICATION:**
The justification for the revised program is twofold. 1) The Industrial Safety & Environmental Compliance and Manufacturing Concentrations within the B.S. in Manufacturing are being consolidated into a single degree track. Students will be required to take courses in both concentrations under the modified program and will no longer be required to choose a specific concentration. 2) This revised
program corrects errors on the catalog program page.

**Industrial Safety and Environmental Compliance Minor**  
**JUSTIFICATION:**
TSEC 5332 (Ergonomics) and TSEC 5333 (Industrial Hygiene) are being consolidated into the single revised course TSEC 5333 (Industrial Hygiene & Ergonomics). Also, the content of TMFG 3231 (Introduction to Industrial Management) is being integrated with TMFG 5234 (Industrial Supervision) to form the revised course TMFG 5234 (Introduction to Technical Management and Leadership) which is not an appropriate level course as a prerequisite for the minor. TMFG 2131 is the appropriate replacement for TMFG 3231 (Introduction to Industrial Management) as a prerequisite for the minor in Industrial Safety & Environmental Compliance. This program change form also corrects program page errors found in the University Catalog.

**Graphic Communications Management Minor**  
**JUSTIFICATION:**
The changes made to the Graphic Communications Management minor are as a result of adding GCM 2532 (Desktop Publishing II) and GCM 2512 (Desktop Publishing II Laboratory) as a replacement for GCM 2132 & GCM 2212 (Image Preparation I & Image Preparation I Lab) and GCM 3333 & GCM 3413 (Image Preparation II & Image Preparation II Lab) as the content for these courses were revised and combined into the new Desktop Publishing II course. Also, the GCM Approved Electives were increased from 4 credit hours to 8 credit hours in order to keep the total credit hours for the minor at 18.

**Applied Integrated Manufacturing Second Discipline Concentration**  
**JUSTIFICATION:**
Request from the College of Information Technology to reduce the number of hours in the Second Disciplines from 21 hours to 18 hours. To accommodate this request, TMFG 5233 (Manufacturing Applications in Information Technology) is removed from the current Applied Integrated Manufacturing Second Discipline. This course will remain active and is used in the Manufacturing Program.

*A Higgins/Aasheim motion to approve these program revisions was passed unanimously.*

➤ **Department of Military Science**  
*Dr. Shahnam Navae presented the following agenda items for the Department of Military Science.*  
**Revised Program**  
**Second Discipline in Military Science**  
**JUSTIFICATION:**
Reduction in number of hours of required courses from 21 to 18 hours in the Military Science Second Discipline Concentration to allow for an additional requirement of IT internship (IT 4790) for 3 hours credit in the Information Technology Program. Currently IT 4790 is required for no credit.

*A Smith/Aasheim motion to approve this program revision was passed unanimously.*

➤ **Department of Physics**  
*Dr. Delena Gatch presented the following agenda items for the Department of Physics.*  
**New Courses**  
**ASTR 3137 - The Search For Life In The Universe**
The course will describe the current quest to find intelligent life in the universe. It will begin with a discussion of the nature and origin of life on Earth. After
considering the search for life in our solar system, techniques used to search for extrasolar planets and extraterrestrial life will be explored. The course will also include a discussion of the physical limitations to interstellar spaceflight and alternative methods of communication. Prerequisite: ASTR 1000, ASTR 1010, ASTR 1020, or permission of instructor. 3 credit hours.

JUSTIFICATION:
This elective will fill an existing gap in the Astronomy and Physics curriculum, which currently lacks a course on life in the universe. Adding this course will also provide students with a broader range of applicable elective courses for fulfilling a proposed concentration in Astronomy.

ASTR 4138 - Galactic Astronomy
Galactic Astronomy will cover advanced topics in galactic structure and evolution. This includes galaxy morphology, stellar and gaseous content, stellar orbits, disk dynamics, central massive blackholes, large scale structure, interactions and evolution in a cosmological setting. Students will also be introduced to the historic development of our modern view of the universe. Prerequisite: PHYS 1112, PHYS 2212, or permission of instructor. 3 credit hours.

JUSTIFICATION:
This course will fill an existing gap in the Astronomy curriculum, which currently has no course which addresses the field of galaxies. Such knowledge is basic to an advanced Astronomy education. It will also provide some of the additional units required for a concentration in Astronomy.

An Aasheim/Reksulak motion to approve these new courses was passed unanimously.

IX. OTHER BUSINESS
- None

X. ADJOURNMENT
There being no further business to come before the committee, the meeting was adjourned at 4:02 p.m.

Respectfully Submitted,

Caroline D. James
Recording Secretary

SUMMARY OF THE ACADEMIC ADVISORY COUNCIL MEETING
Chair: Linda Bleicken, Provost

The Academic Advisory Council did not meet in January.
ACADEMIC STANDARDS COMMITTEE  
Chair: Mark Yanochik, COBA  

No Report  

FACULTY DEVELOPMENT COMMITTEE  
Chair: Clara Krug, CLASS  

THE MEETING OF THE  
FACULTY DEVELOPMENT COMMITTEE OF  
GEORGIA SOUTHERN UNIVERSITY  
Thursday, March 8, 2007  
9:15 –10:30 a.m.  

Prior to the meeting, seven members had reviewed the dossiers faculty members nominated for the Award for Excellence in Contributions to Instruction and had submitted scores electronically. The committee chair had compiled the results of the seven sets of scores by adding the total number of points that each committee member had awarded to each candidate in the various categories included on the scoring rubric.  

Members present: Alan Altany (Provost’s Office), Cassandra Arroyo (Public Health), Ken Clark (COE), Bob Fernekes (LIB), Clara Krug (CLASS, Senator), Trent Maurer (CHHS), and Jack White (COBA).  

I. Selecting Two Recipients of the Award for Excellence in Contributions to Instruction:  

The committee had received 19 dossiers. Sixteen were complete. The committee considered the 16 nominees who had submitted complete dossiers according to the following results:  

- How many times each one had been ranked #1 by committee members.  
- How many times each one had been ranked #2 by committee members.  
- How many times each one had been ranked #3 by committee members.  

Krug wrote these rankings on the white board so that members might compare the results for various candidates. Two candidates had received more first-place rankings than others and had also received multiple second- and/or third-place rankings.  

Altany added the total number of points that all seven committee members had awarded to these two candidates and to the others listed on the white board. He reported that these two candidates had received the highest numbers of points.  

The committee members voted unanimously to recommend that the awards be presented to these two candidates who had received both the highest rankings and the highest
numbers of points. Krug said that she would report the results to Associate Provost Amy Heaston that day.

Members of the committee commented on the excellence of the contributions of all candidates who had submitted dossiers.

II. Additional Funding Cycles:

Krug distributed two sets of applications:

- Forty-five for summer stipends
- Twelve for educational leave during Fall Semester

Each set of applications included a set of guidelines for submission and a scoring rubric.

Krug requested that members submit their scores for both sets of applications electronically by noon on Monday, March 26. The committee will meet on Thursday, March 29, to discuss both sets of proposals.

III. Discussion:

Krug reported that, including the two new sets of applications, during the 2006-2007 academic year, the Faculty Development Committee had received a total of 184 applications for improvement of instruction, professional travel (two cycles), summer stipends, and educational leave and 19 dossiers for the Award in Excellence in Contributions to Instruction. One more funding cycle for professional travel remains; the deadline is March 23.

The meeting adjourned at 10:30 a.m.

FACULTY RESEARCH COMMITTEE
Chair: John Nauright, CHHS

No Report

FACULTY SERVICE COMMITTEE
Chair: Patricia Walker, CLASS

Faculty Service Grant Committee Meeting
Georgia Southern University
Meeting Report

Wednesday, February 28, 2007
Conference Room, Marvin Pittman Administration Building
2:00 p.m.

Committee members: Pat Walker, Chair, CLASS; Jorge Suazo, CLASS;
In attendance: Cynthia Frost, LIB; Kathy Thornton, CHHS; Bryan Griffin, 
COE; Don Armel, COST; Ahmed Adu-Oppong, COPH; 
Amy Heaston, Associate Provost (ex officio).

Others present: Ms. Tabitha Irvin, Faculty Service Award 
Coordinator

Voting absentia: none

FACULTY SERVICE COMMITTEE REPORT

The Faculty Service Committee met to consider the applications for Faculty Service 
Spring Awards. The Committee reviewed eleven applications requesting a total of 
$28,489.40. The following applications, totaling $10,623.48 were approved: Dr. Delores 
Rangel, CLASS, $3460.00; Taunia Locker, CLASS, $1510.00; Joseph Barjis, CIT  
$1537.00; Jason Dittmer, COST, $686.82; Laura Regassa, COST, $1000.00; June Joyner,  
CLASS, $2429.66.

Respectfully submitted

FACULTY WELFARE COMMITTEE

Chair: Mark Welford, COST

No Report

GRADUATE COMMITTEE

Chair: Ming Fang He, COE

Meeting Summary

The committee had approved the request from the College of Business Administration to 
withdraw the DBA proposal from the agenda. The first portion of the meeting had been half an hour discussion on Graduate Education at Georgia Southern. At its February 22, 2007 meeting:

- The fall semester graduate enrollment data over a three year period by college and degree program was presented to show the percentage of enrollments by college.
A graph of applications received per month for each admission term (2002-2007) was presented.

- A Carnegie classification of Georgia Southern's new status was distributed. Concerns about administrative support, funding, and academic standards in relation to this new classification were raised.

- Concerns about how grants would help faculty make the promotion from associate to full professor were raised. The committee decided to set aside a one hour session to discuss ways to help elevate the status of the university.

- The committee had approved the changes in seven CIT courses.

- The committee had approved the changes in M. Ed. in Counselor Education Program. The requirement of PSYC 7239 (Psychopathology) will be added to current M.Ed. Counselor Education, for Community Counseling concentration to insure that the program meets CACREP accreditation standards. The Psychology Department has agreed to allocate space for Community Counseling students in PSYC 7239. There will be no elective course in new program of study in concentration.

- The campus interview schedules for the candidates for the Dean of the College of Graduate Studies were distributed to the committee. The committee members were invited to attend the meetings and forums and ask questions.

- It was announced that Graduate Student Appreciation Week would start from the week of April 2. The week will begin with a dinner on April 2 for graduate students at the French Quarter Cafe from 6:00 - 9:00 PM. April 3 will be a giveaway day at the COGS Conference Room in the Administrative Annex Bldg., with goodie bags for the graduate students. Scholarship Day will be April 4 at the Russell Union Ballroom from 3:00 - 5:00 PM. April 5 will be a box-lunch picnic from 3:00 - 5:00 PM at the Raptor Center Pavilion. The first Open House for graduate students would be March 9 at the Nesmith Lane Building.

GRADUATE COMMITTEE MEETING
Chair: Dr. Ming Fang He

GRADUATE COMMITTEE MINUTES

February 22, 2007, 9:00 AM, College of Graduate Studies

Present: Dr. Diana Sturges, Dr. Ron MacKinnon, Dr. Robert Cook, Dr. Mary Hadley, Dr. Delores Liston, Dr. Goran Lesaja, Dr. Robert Vogel, Dr. Cindi Chance, Dr. John Parrish.
I. APPROVAL OF AGENDA

The motion was made by Dr. Liston and seconded by Dr. MacKinnon to approve the agenda as modified with the College of Business Administration being deleted by request of the Department. The motion was passed.

II. GRADUATE EDUCATION DISCUSSION TOPIC

Dr. Diebolt began the discussion explaining the chart of Graduate enrollment by college that was attached to the agenda. It shows the changes over a three-year period of enrollment statistics by number of students as well as percentage. He then showed the committee prepared slides of charts for the same three years broken out by student enrollment and by college including enrollment in the new College of Public Health. He also showed that the office of Graduate Admissions is processing applications consistently throughout the year. There is a tendency at Georgia Southern for enrollment deadlines to be later than most colleges which allows for more applications being accepted at the last minute.

Dr. Chance brought up the point that late enrollment causes problems for her department in that students wait until the last minute to register figuring that the classes are not going to be filled and her department may only have 3 students registered for a certain class and the decision has to be made whether to cancel the class or hope for more students. Dr. Diebolt commented that the online registration has eased that problem to some degree but there are still a lot of last minute registrations.

Dr. He mentioned that the Strategic Council is going to create a forum for the entire university to work toward a new classification of the university status but as we move up we will need more administrative support not only at the college level but above. They are going to ask the faculty to voice their concerns about what they could do to move the university forward. This is something they would like to get input on from the new Dean of Graduate Studies.

Dr. MacKinnon voiced his concern about our classification as a regional school and its affect on funding. Dr. Hadley expressed concern about how grants would help faculty make the promotion from associate to full professor. Dr. Lesaja said he felt that grant funding was crucial. The committee decided to set aside a one hour session to discuss ways that they, as a group, could help to elevate the status of the university.

III. CURRICULUM AMENDMENTS/PROGRAM PROPOSALS/PROGRAM ANNOUNCEMENTS
COLLEGE OF INFORMATION TECHNOLOGY

NEW COURSE PROPOSALS

a. CSCI 5420G  Computer Security  
b. CSCI 5444G  Computer Graphics  
c. CSCI 5466G  Animation  
d. CSCI 5531G  Systems Assurance Standards and Processes  
e. CSCI 5332G  Network Management Systems  
f. CSCI 5580G  Wireless and Mobile Systems  
g. IT 5090G  Selected Topics in Information Technology

Dr. MacKinnon announced some changes in the course numbers for the new course proposals as follows: CSCI 5420G is now CSCI 5431G; CSCI 5444G is now CSCI 5437G; CSCI 5466G is now CSCI 5438G and CSCI 5580G is now CSCI 5538.

A motion was made to approve the new courses by Dr. MacKinnon and seconded by Dr. Vogel. The motion was passed.

COLLEGE OF BUSINESS ADMINISTRATION

New Course Proposals

a. DSCI 7439 – Business Research Methods  
b. DSCI 7539 – Applied Multivariate Methods for Business Research  
c. DSCI 7639 – Qualitative Research Methods in Business  
d. FINC 7334 – Corporate Financial Theory  
e. LOGT 9131 – Introduction to Logistics and Transportation  
f. LOGT 9632 – Logistics and Transportation Modeling  
g. LOGT 9633 – Logistics Literature and Research Criticism  
h. LOGT 9634 – Current Supply Chain Thought  
i. LOGT 9737 – Logistics and Transportation Teaching Practicum  
j. LOGT 9738 – Logistics and Transportation Research Practicum  
k. MGMT 9631 – Procurement and Sourcing Strategy  
l. MKTG 9631 – Seminar in Marketing Theory

These course proposals were omitted at the request of the College of Business Administration.

COLLEGE OF EDUCATION

a. Department of Leadership, Technology and Human Development
M.Ed. in Counselor Education Program Change

A motion was made by Dr. Liston to approve the program change and was seconded by Dr. MacKinnon. The motion was passed.

IV. Unfinished Business

V. New Business

Dr. He mentioned that the schedule for new candidates for the Dean of the College of Graduate Studies has been set up. Dr. Chance encouraged anyone on the graduate faculty or other members of their faculty to please attend the forum and ask any questions they might have for the candidates. All information about these candidates is posted on the College of Graduate Studies website and any changes or updates will also be posted there. There is also an evaluation form available to download and for the faculty to fill out and hand in after the meeting with their opinions.

Dr. Hadley mentioned that her schedule was pretty clear and she would probably be able to attend most of the meetings. If anyone had questions, they could email them to her and she would try to get answers from the candidates.

VI. Other

VII. Announcements

Dr. Nettles mentioned that Graduate Student Appreciation Week will start the week of April 2. Scholarship Day will be April 3 at the CIT Conference Center; April 4 will be a giveaway day with goodie bags for the graduate students; and April 5 will be a picnic at the Raptor Center.

Ms. Lipker also announced that the first Open House for graduate students would be March 9 at the Nesmith Lane Building.

VIII. Adjournment

There being no further business, the meeting was adjourned at 10:10 a.m.

Respectfully submitted,

Jeanne Coleman
Recording Secretary

Minutes approved by email to Graduate Committee on 3/19/2007. No negative
LIBRARY COMMITTEE
Chair: Sonya Shepherd, LIB

Library Committee Meeting Minutes
February 5, 2006

Meeting began at 10:00.

- **Old Business:** The customer service training was a success. It was held on December 15, 2006 at the Nessmith-Lane building. The quality and feedback was very strong amongst the departments. A suggestion was made that an organizational chart be distributed at the next meeting. Sonya is on the Database Analysis Committee, which is working on selecting and promoting the most efficient databases. We hope to have a report by February 20, 2007 for the committee. A report for colleges will be available during March and a final recommendation will be finalized in April. We are mainly looking for areas where databases may overlap, so we can allocate our funds more appropriately. As of right now, 119 students and 3 classes are signed up for the information literacy exam. The scores from the 89 students who have completed the exam range from 8 to 22. A short survey was recently sent out as an Eaglegram for a learning commons that will combine all public services and enhance opportunities for services. Suggestions were made for faculty office hours being held in the library and the topic was added to the agenda for next meeting. There are now comment slips to collect feedback on our patrons. We are still trying to find unique ways to find out why some professors do not use the library. Construction seems to be the common reason.

- **New Business:** The relevance of “repository” in the library’s mission was questioned due to technical advances. It was also suggested that we incorporate the idea of being an access provider. Focus groups instead of faculty groups were suggested. Next meeting we will discuss Enforcing Quiet Floor Policy. The university’s website is a committee topic for future agendas. There is a widespread concern about the navigability of the website.

Library Committee Minutes March 5, 2007

Meeting began at 10:05

**Old Business:**
- A motion was made to add the library link to the website at the Faculty Senate meeting.
- Fall 2008 is the expected completion time for the library addition. We are working on some ideas for the learning commons and we want to have a realistic approach in establishing the learning commons.
• The transaction feedback is going well. Most of the feedback was positive, however, there were a few negative comments pertaining to the noise level in the library.
• The library mission ideas were discussed in our faculty and staff meetings. A subgroup has been created to work on revising the mission statement so that a systematic approach. Ideas should be formulated by the end of the semester.
• For the faculty participation in web usability testing we will be testing the current library webpage against the library’s distance learning page. We are looking for ten faculty members - five will test each page. Gift certificates to Starbucks will be provided. There are fifteen specific questions and one general question. The sessions should last about 30 minutes. We are looking at the first week in April for a tentative date. Invites will be sent on GSU info, GSU fac, and disseminate via the Library Committee representatives.
• Sonya provided a report for the database analysis project involving the evaluation of Cambridge Scientific Abstract Databases and Proquest Databases. Representatives were in attendance from the database workgroup. They hope to present info to department chairs and departmental library representatives and make decisions in April. It was suggested that the report should summarize what content will be lost if the recommendations are accepted, and there should be a trial run of EBSCO. Also, the report should include information on database coverage, which can vary frequently. It was also stated that clarification is necessary about certain recommendations: are we considering subscribing to the alternatives or definitely recommending to do so? Finally, it was suggested that step by step instructions are provided for accessing new online references and old ones such as the Wall Street Journal.

New Business

• Enforcing the quiet floor policy has been an ongoing issue for years. Usually, there is less staff in the noisy areas. Our biggest challenge is smaller floors and an open atrium. Study rooms will be available when the new addition is complete. Until then workers can be proactive in enforcing this policy.
• Ed Bayens asked (a couple of years ago) if the library could offer an academic integrity workshop for students who were brought forth to the Student Judicial Board for plagiarism. Emphasis will be placed on avoiding plagiarism as opposed to finding it. “Turn it In” is a widely used plagiarism detection software tool being discussed in various FLCs on campus. There are many issues (both positive and negative) that will need to be discussed campus wide regarding academic integrity. With an increase in students recycling papers, “Turn it In” may be a valuable tool from a faculty point of view. However, there is controversy concerning student intellectual property rights. This topic was moved to the agenda for the next meeting.
• Proposals have been sent out for the new faculty orientation workshop. The library will be proposing a workshop that may last about thirty minutes. A proposed outline of topics will be sent out to the Library Committee for their input. If you have suggestions please submit them to Sonya. We are going to aim
at educating the faculty on what is available and then focus on how to use various resources on an individual or departmental basis.

Meeting was adjourned at 11:05

SENATE ELECTIONS COMMITTEE
Chair: Charles Skewis, LIB

No Report

UNDERGRADUATE COMMITTEE
Chair: Donna Saye.

UNDERGRADUATE COMMITTEE MINUTES
FEBRUARY 20, 2007
3:15 P.M.

SCIENCE & TECHNOLOGY, ROOM 2120

I. CALL TO ORDER
Present: Dr. Cheryl Aasheim, Dr. Donna Saye, Dr. Jim Klein, Dr. Leslee Higgins, Dr. Mary Marwitz, Dr. Michael Moore, Dr. Michael Reksulak, Dr. Rebecca Ziegler, Dr. Reed Smith, Ms. Caroline James, Ms. Ann Montalvo

Visitors: Dr. Olivia Carr Edenfield, Dr. Mark Edwards, Ms. Candace Griffith, Dr. Amy Heaston, Dr. Stephanie Kenney, Dr. Shahnam Navaee, Dr. Mark Welford

Dr. Donna Saye called the meeting to order at 3:15 p.m.

II. APPROVAL OF AGENDA

A Marwitz/Higgins motion to approve the agenda was passed unanimously.

III. COLLEGE OF EDUCATION

Dr. Michael Moore presented the following agenda items for the College of Education.

- Department of Curriculum, Foundations, and Reading
  
  New Course
  EDUF 3131 - Assessment and Management
  
  The purpose of this course is to provide advanced preparation in two important teaching skill areas, assessment of student learning and classroom management. First, it is to provide pre-service P-5 teachers with the knowledge and skills to create and implement developmentally appropriate traditional and alternative forms of assessment that will prepare teachers to evaluate development and learning in the social, emotional, physical, and cognitive domains. Second, this course will help pre-service teachers to develop knowledge of and skills in
effectively motivating students and managing classrooms through preventive and interventive techniques. Prerequisite: Admission to Teacher Education Program. 3 credit hours.

**JUSTIFICATION:**
This course is a required course in the Early Childhood Education BSEd program.

*A Moore/Reksulak motion to approve this new course was passed unanimously.*

- **Department of Teaching and Learning**
  - **New Courses**
    - ISCI 2001 - Life/Earth Science
      This course is an integrated science course covering major concepts in the areas of life and earth science. The course will emphasize the nature and skills of science as well as the understanding of major science concepts and principles in these fields. The use of an inquiry based approach throughout the course will enhance the application of these concepts to the teaching of elementary and middle grades students. 3 credit hours.
      **JUSTIFICATION:**
      This course is required for Early Childhood Teacher Certification and for Middle Grades Certification, if science is one concentration area.
    - ISCI 2002 - Physical Science
      This course is an integrated science course covering major concepts in the areas of physical science. The course will emphasize the nature and skills of science as well as the understanding of major science concepts and principles in this field. The use of an inquiry based approach throughout the course will enhance the application of these concepts to the teaching of elementary and middle grades students. 3 credit hours.
      **JUSTIFICATION:**
      This course is required for Early Childhood Teacher Certification and for Middle Grades Certification, if science is a concentration area.

*A Moore/Reksulak motion to approve these new courses was passed unanimously.*

- **Special Education**
  - **Course Revisions**
    - FROM: SPED 3130 - Characteristics of Mild Disabilities
      This course is designed to provide a review of the characteristics of students with Mild Disabilities with implications for their education and training. Specific emphasis will be placed on the legal and social issues related to Mild Disabilities. Corequisites: SPED 3131, SPED 3132, and SPED 3711.
    - TO: SPED 3130 - Characteristics of Learners with Special Needs
      This course provides a review of the etiology, diagnosis, characteristics and philosophical, and educational implications of the full range students with special needs who demonstrate a need for additional educational services in order to achieve full potential. Considerable emphasis will be placed on the delivery of educational services and social issues related to Mild Disabilities. Together with the listed co-requisites, this course is designed to meet the requirements of House Bill 671. Corequisites: SPED 3131, SPED 3134, and SPED 3711.
      **JUSTIFICATION:**
      Removal of the Introduction to Special Education course from Area F necessitated the SPED program to incorporate the required HB671 content into our existing Characteristics class in order to stay within the preferred number of hours for the B.S.Ed. in Special Education.
FROM: SPED 3131 - Assessment in Special Education
Corequisites: SPED 3130, SPED 3132, SPED 3711.

TO: SPED 3131 - Assessment in Special Education
Corequisites: SPED 3130, SPED 3134, SPED 3711.

JUSTIFICATION:
Based on feedback from students, Program Action Team members, faculty, and the Georgia Department of Education's new certification requirements, the sequence of the preparation program in Special Education was changed. The corequisite changes reflect the new sequence.

FROM: SPED 3231 - Classroom Management
Prerequisites: A minimum grade of “C” in SPED 3130, SPED 3131, SPED 3132, and SPED 3711. Corequisites: SPED 3230, SPED 3232, and SPED 3722.

TO: SPED 3231 - Classroom Management
Prerequisites: A minimum grade of “C” in SPED 3722. Corequisites: SPED 4733 and SPED 4734.

JUSTIFICATION:
Based on feedback from students, Program Action Team members, faculty, and the Georgia Department of Education certification requirements, the sequence of the preparation program in Special Education was changed. The pre- and corequisite changes reflect the new sequence.

FROM: SPED 3711 - Special Education Practicum I
Corequisites: SPED 3130, SPED 3131, and SPED 3132.

TO: SPED 3711 - Special Education Practicum I
Corequisites: SPED 3130, SPED 3131, and SPED 3134.

JUSTIFICATION:
Based on feedback from students, Program Action Team members, faculty, and the new Georgia Department of Education certification requirements, the sequence of the preparation program in Special Education was changed. The corequisite changes reflect the new sequence.

FROM: SPED 3722 - Special Education Practicum II
This practicum course is designed to provide an opportunity for preservice teacher candidates to work within the classroom to conduct formal observations of the classroom and specific students within that context. In addition, the preservice teacher candidates are required to design an Individualized Education Plan for the assigned student which will include a Behavior Intervention Plan. Preservice teacher candidates also follow diagnostic/prescriptive teaching methodologies to conduct a small-group lesson in one academic content area. Prerequisites: A minimum grade of “C” in SPED 3130, SPED 3131, and SPED 3132. Corequisites: SPED 3230, SPED 3232, and SPED 3232.

TO: SPED 3722 - Special Education Practicum II
This practicum course is designed to provide an opportunity for preservice teacher candidates to work within P-12 classrooms to conduct formal observations of the classroom and specific students within that context. In addition, the preservice teacher candidates are required to design a unit of instruction appropriate to the students within the two assigned classrooms to be graded in the appropriate SPED Methods course. A significant amount of tutoring in small groups is included. Prerequisite: A minimum grade of “C” in SPED 3711. Corequisites: SPED 3631, SPED 4230, and SPED 4231.

JUSTIFICATION:
Based on feedback from students, Program Action Team members, faculty, and the new Georgia Department of Education certification requirements, the
sequence of the preparation program in Special Education was changed. The co-
requisite changes reflect the new sequence.

FROM:  **SPED 4230 - Instructional and Behavior Management Methods, P-5**
This course is designed to provide students with practical methods for planning
and managing group and individualized instruction in all curriculum areas for
individuals with Mild Disabilities, Preschool through Grade 5. It includes
review, demonstration and preparation of programs, methods, and materials for
such instruction in both regular and special education classrooms. The course is
part of the Special Education Block experience. Prerequisites: A minimum
grade of “C” in SPED 3722 and READ 4131. Corequisites: SPED 4231 and
SPED 4761.

TO:  **SPED 4230 - Instructional and Behavior Management Methods, P-5**
This course will provide preservice candidates with practical methods for
planning and managing group and individualized instruction in all curriculum
areas for individuals with Mild Disabilities, Grades 6 through 12. It includes
review, demonstration and preparation of programs, methods, and materials for
such instruction in both regular and special education classrooms. Instruction in
methods for transitioning is one of the primary foci of this course. The course is
part of the Special Education Block experience. Prerequisite: A minimum
grade of “C” in SPED 3711. Corequisites: SPED 3631, SPED 3722, and SPED
4231.

JUSTIFICATION:
Based on feedback from students, Program Action Team members, faculty, and
the new Georgia Department of Education certification requirements, the
sequence of the preparation program in Special Education was changed. The co-
requisite changes reflect the new sequence.

FROM:  **SPED 4231 - Instructional and Behavior Management Methods, 6-12**
This course is designed to provide students with practical methods for planning
and managing group and individualized instruction in all curriculum areas for
individuals with Mild Disabilities, Grades 6 through 12. It includes review,
demonstration and preparation of programs, methods, and materials for such
instruction in both regular and special education classrooms. Instruction in
methods for transitioning is one of the primary foci of this course. The course is
part of the Special Education Block experience. Prerequisites: A minimum
grade of “C” in SPED 3722 and READ 4131. Corequisites: SPED 4230 and
SPED 4761.

TO:  **SPED 4231 - Instructional and Behavior Management Methods, 6-12**
This course will provide preservice candidates with practical methods for
planning and managing group and individualized instruction in all curriculum
areas for individuals with Mild Disabilities, Grades 6 through 12. It includes
review, demonstration and preparation of programs, methods, and materials for
such instruction in both regular and special education classrooms. Instruction in
methods for transitioning is one of the primary foci of this course. The course is
part of the Special Education Block experience. Prerequisite: A minimum
grade of “C” in SPED 3711. Corequisites: SPED 3631, SPED 3722, and SPED
4230.

JUSTIFICATION:
Based on feedback from students, Program Action Team members, faculty, and
the new Georgia Department of Education certification requirements, the
sequence of the preparation program in Special Education was changed. The co-
requisite changes reflect the new sequence.

FROM:  **SPED 4733 - Special Education Practicum III**
This practicum course is designed to provide an opportunity for students to work within diverse P-5 classrooms to practice instructional and classroom management skills. In addition to special education classrooms, students may be placed in inclusionary settings and/or classrooms for students identified as being “at-risk” learners. The course is part of the Special Education Block experience and is designed to support content taught in the co-requisite course.

Prerequisites: A minimum grade of “C” in SPED 3722 and READ 4131. Corequisite: SPED 4230.

TO: SPED 4733 - Special Education Practicum III

This practicum course is designed to provide an opportunity for students to work within diverse P-5 classrooms to practice instructional and classroom management skills. In addition to special education classrooms, students may be placed in inclusionary settings and/or classrooms for students identified as being “at-risk” learners. The course is part of the Special Education Block experience and is designed to support content taught in the co-requisite course.

Prerequisite: A minimum grade of “C” in SPED 3722. Corequisites: SPED 3231 and SPED 4734.

JUSTIFICATION:

Based on feedback from students, Program Action Team members, faculty, and the new Georgia Department of Education certification requirements, the sequence of the preparation program in Special Education was changed. The co-requisite changes reflect the new sequence.

FROM: SPED 4734 - Special Education Practicum IV

This practicum course is designed to provide an opportunity for students to work within diverse classrooms, grades 6 through 12, to practice instructional and classroom management skills. In addition to special education classrooms, students may be placed in inclusionary settings and/or classrooms for students identified as being “at-risk” learners. The course is part of the Special Education Block experience and is designed to support content taught in the co-requisite courses.

Prerequisites: A minimum grade of “C” in SPED 3722 and READ 4131. Corequisite: SPED 4231.

TO: SPED 4734 - Special Education Practicum IV

This practicum course will provide an opportunity for preservice candidates to work within diverse classrooms, grades 6 through 12, to practice instructional and classroom management skills. In addition to special education classrooms, students may be placed in inclusionary settings and/or classrooms for students identified as being “at-risk” learners. The course is part of the Special Education Block experience. Prerequisite: A minimum grade of “C” in SPED 3722.

Corequisites: SPED 3231 and SPED 4733.

JUSTIFICATION:

Based on feedback from students, Program Action Team members, faculty, and the new Georgia Department of Education certification requirements, the sequence of the preparation program in Special Education was changed. The co-requisite changes reflect the new sequence.

A Moore/Higgins motion to approve these course revisions was passed unanimously.

Course Deletions

SPED 2120 - Introduction to Special Education

JUSTIFICATION:

This course is being replaced by a three semester hour upper division course as a result of the new BOR requirements for Area F. This course can no longer be included in the new Area F for all teacher education programs.

SPED 3232 - Strategic Instruction in the Content Areas
JUSTIFICATION:
Feedback from students, community professionals, and faculty, and the new Georgia Department of Education certification requirements necessitated program changes in course offerings and sequence. The content from this course has been incorporated into other SPED methods courses.

SPED 3234 - Curriculum in Special Education
JUSTIFICATION:
Feedback from students, community professionals, and faculty, and the new Georgia Department of Education certification requirements necessitated program changes in course offerings and sequence. The content from this course has been incorporated into other SPED methods courses.

A Moore/Reksulak motion to approve theses course deletions was passed unanimously.

Revised Program
B.S.Ed. Special Education
JUSTIFICATION:
The proposed revision in the Special Education B.S.Ed. program is designed to provide preservice candidates with the opportunity to obtain instruction in a selected content area to meet the requirements for being identified as a "Highly Qualified Teacher" under No Child Left Behind. Further, the changes also reflect the state-wide revision to Area F. New upper division courses in the Introduction to Special Education were developed to respond to the changes in Area F and meet the requirement that teacher preparation programs are required to have a course that addresses special needs children.

A Moore/Aasheim motion to approve this program revision was passed unanimously.

Early Childhood Education
Course Revision
FROM: ECED 3131 - P-5 Curriculum
The P-5 Curriculum course introduces the candidate to the curriculum, instruction, and organization of elementary schools serving a preschool through fifth grade population. Emphasis is placed on elementary schools implementing developmentally appropriate practices to meet the diverse needs of the P-5 population. Corequisites: EDUF 3231, HLTH 3530, and MATH 3032.

TO: ECED 3131 - P-5 Curriculum
The P-5 Curriculum course introduces the candidate to the curriculum, instruction, and organization of elementary schools serving a preschool through fifth grade population. Emphasis is placed on elementary schools implementing developmentally appropriate practices to meet the diverse needs of the P-5 population. Field experience required. Corequisites: EDUF 3131, ITEC 3130, and SPED 3130.

JUSTIFICATION:
In order to connect the concepts introduced in ECED 3131 with practical applications, students need the opportunity to observe developmentally appropriate practices in elementary school. Therefore, a 20-hour field is required in ECED 3131. Due to Area F changes required by the Board of Regents and the addition of EDUF 3131 into the Early Childhood Education program, the corequisites must change.

A Moore/Aasheim motion to approve this course revision was passed unanimously.

Revised Program
B.S.Ed. Early Childhood Education

JUSTIFICATION:
Changes were needed in order to implement BOR Area F requirements.

A Moore/Aasheim motion to approve this program revision was passed unanimously.

➢ Family and Consumer Sciences
Revised Program
B.S.Ed. Family and Consumer Sciences

JUSTIFICATION:
These changes are being done to incorporate Board of Regents' mandated changes in Area F. In addition, Professional Standards Commission requirements that were taken out of Area F had to be accommodated into the program of study (Special Education and Technology).

A Moore/Aasheim motion to approve this program revision was passed unanimously.

➢ Health and Physical Education
Revised Program
B.S.Ed. Health and Physical Education

JUSTIFICATION:
Board of Regents changes in Area F incorporated into program. In addition, PSC requirements taken out of area F had to be incorporated into the program of study (Special Education and Technology).

A Moore/Aasheim motion to approve this program revision was passed unanimously.

➢ Middle Grades Education
Course Revision
FROM: MGED 3131 - Nature and Curriculum Needs of the Middle Grades Learner
Prerequisite: Admission to Teacher Education Program.

TO: MGED 3131 - Nature and Curriculum Needs of the Middle Grades Learner
Prerequisites: A minimum grade of “C” in ITEC 3530 and admission to Teacher Education Program.

JUSTIFICATION:
Candidates are expected to apply the technological content and skills learned in ITEC 3530 in MGED 3131.

FROM: MGED 3232 - Methods of Teaching Science in the Middle Grades
Prerequisites: A minimum grade of “C” in MGED 3131, MGED 3332, MGED 3432, MGED 3731, and admission to Teacher Education Program.
Corequisites: MGED 3532, MGED 3732, and EDUF 3233.

TO: MGED 3232 - Methods of Teaching Science in the Middle Grades
Prerequisites: A minimum grade of “C” in MGED 3332, MGED 3432, SPED 3332, MGED 3731, and admission to Teacher Education Program.
Corequisites: MGED 3532 and MGED 3732.

JUSTIFICATION:
Course prerequisites and corequisites are needed in order to implement BOR Area F requirements.

FROM: MGED 3332 - Methods of Teaching Language Arts/Reading in the Middle Grades
Prerequisites: A minimum grade of “C” in MGED 3131 and admission to Teacher Education Program. Corequisites: MGED 3432 and MGED 3731.
TO: MGED 3332 - Methods of Teaching Language Arts/Reading in the Middle Grades

Prerequisites: A minimum grade of “C” in MGED 3131, MSED 5333, ITEC 3530, and admission to Teacher Education Program. Corequisites: MGED 3432, MGED 3731, and SPED 3332.

JUSTIFICATION:
Content in MGED 3332 builds on content covered in MSED 5333 and candidates are expected to apply content and skills learned in MSED 5333 and ITEC 3530 in all of their Methods Block I courses. Due to changes in Area F, SPED 3332 was developed to address the required special education content. This course is included as part of Methods Block I to allow candidates the opportunity to apply content and skills learned in the course during their practicum experience in MGED 3731.

FROM: MGED 3432 - Methods of Teaching Social Studies in the Middle Grades
Prerequisites: A minimum grade of “C” in MGED 3131 and admission to Teacher Education Program. Corequisites: MGED 3332 and MGED 3731.

TO: MGED 3432 - Methods of Teaching Social Studies in the Middle Grades
Prerequisites: A minimum grade of “C” in MGED 3131, MSED 5333, ITEC 3530, and admission to Teacher Education Program. Corequisites: MGED 3332, MGED 3731, and SPED 3332.

JUSTIFICATION:
Candidates are expected to apply content and skills learned in MSED 5333 and ITEC 3530 (prerequisites) in all of their Methods Block I courses. Due to changes in Area F, SPED 3332 was developed to address the required special education content. This course is included as part of Methods Block I to allow candidates the opportunity to apply content and skills learned in the course during their practicum experience in MGED 3731.

FROM: MGED 3532 - Methods of Teaching Mathematics in the Middle Grades
Prerequisites: A minimum grade of “C” in MGED 3131, MGED 3332, MGED 3432, MGED 3731, and admission to Teacher Education Program. Corequisites: MGED 3332, MGED 3732, and EDUF 3233.

TO: MGED 3532 - Methods of Teaching Mathematics in the Middle Grades
Prerequisites: A minimum grade of “C” in MGED 3332, MGED 3432, SPED 3332, MGED 3731, and admission to Teacher Education Program. Corequisites: MGED 3232 and MGED 3732.

JUSTIFICATION:
Course prerequisites and corequisites are needed in order to implement BOR Area F requirements.

FROM: MGED 3731 - Middle Grades Practicum I
Prerequisites: A minimum grade of “C” in MGED 3131 and admission to Teacher Education Program. Corequisites: MGED 3332 and MGED 3432.

TO: MGED 3731 - Middle Grades Practicum I
Prerequisites: A minimum grade of “C” in MGED 3131, MSED 5333, ITEC 3530 and admission to Teacher Education Program. Corequisites: MGED 3232, MGED 3432, and SPED 3332.

JUSTIFICATION:
Candidates are expected to apply content and skills learned in MSED 5333 and ITEC 3530 in all of their Methods Block I courses. Due to changes in Area F, SPED 3332 was developed to address the required special education content. This course is included as part of Methods Block I to allow candidates the opportunity to apply content and skills learned in the course during their practicum experience in MGED 3731.
FROM: MGED 3732 - Middle Grades Practicum II
Prerequisites: A minimum grade of “C” in MGED 3131, MGED 3332, MGED 3432, MGED 3731, and admission to Teacher Education Program.
Corequisites: MGED 3232, MGED 3532, and EDUF 3233.

TO: MGED 3732 - Middle Grades Practicum II
Prerequisites: A minimum grade of “C” in MGED 3332, MGED 3432, MGED 3731, SPED 3332, and admission to Teacher Education Program. Corequisites: MGED 3232 and MGED 3532.

JUSTIFICATION:
Course prerequisites and corequisites are needed in order to implement BOR Area F requirements.

A Moore/Smith motion to approve theses course revisions was passed unanimously.

Revised Program
B.S.Ed. Middle Grades Education
JUSTIFICATION:
Program revisions were needed to address BOR changes in Area F.

A Moore/Reksulak motion to approve this program revision was passed unanimously.

➢ Technology Education

Revised Program
B.S.Ed. Technology Education
JUSTIFICATION:
Changes are needed to implement new BOR Area F requirements.

A Moore/Reksulak motion to approve this program revision was passed unanimously.

IV. ALLEN E. PAULSON COLLEGE OF SCIENCE AND TECHNOLOGY
Dr. Mark Edwards presented the following agenda items for the College of Science & Technology.

➢ Department of Physics

New Courses
ASTR 3131 - Optics
Geometric, physical, and quantum optics in which the general principles of wave optics and several optical devices are studied. Cross-listed with PHYS 3131. Prerequisites: PHYS 2211 or PHYS 1111 and PHYS 2212 or PHYS 1112. 3 credit hours.

JUSTIFICATION:
This elective will fill an existing gap in the Astronomy curriculum, which currently lacks a course on optics. Adding this course will provide students with a broader range of applicable elective courses for fulfilling a proposed concentration in Astronomy.

ASTR 3558 - Introduction to General Relativity
An introduction to the metric description of different spacetimes that describe flat and various curved geometries so as to derive the laws of mechanics for planets, stars, blackholes, etc. The course also introduces a very simple model of the expanding universe and briefly introduces cosmology. Cross-listed with
PHYS 3558. Prerequisite: PHYS 3537 or permission of instructor. 3 credit hours.

**JUSTIFICATION:**
This elective will fill an existing gap in the Astronomy curriculum, which currently lacks a course on General Relativity. Adding this course will provide students with a broader range of applicable elective courses for fulfilling a proposed concentration in Astronomy.

*A Ziegler/Aasheim motion to approve these new courses was passed unanimously.*

**Course Revisions**

**FROM:** PHYS 3131 - Optics  
Geometric and physical optics in which the general principles of wave optics and several optical devices are studied.

**TO:** PHYS 3131 - Optics  
Cross-listed with ASTR 3131. Geometric, physical, and quantum optics in which the general principles of wave optics and several optical devices are studied.

**JUSTIFICATION:**
This course, PHYS 3131, is being cross listed with a new course, ASTR 3131.

**FROM:** PHYS 3538 - Introduction to General Relativity  
An introduction to the metric description of different spacetimes that describe flat and various curved geometries so as to derive the laws of mechanics for planets, stars, blackholes, etc. The course also introduces a very simple model of the expanding universe and touches on cosmology.

**TO:** PHYS 3558 - Introduction to General Relativity  
Cross-listed with ASTR 3558. An introduction to the metric description of different spacetimes that describe flat and various curved geometries so as to derive the laws of mechanics for planets, stars, blackholes, etc. The course also introduces a very simple model of the expanding universe and briefly introduces cosmology.

**JUSTIFICATION:**
This course, PHYS 3558, is being cross listed with a new course, ASTR 3558. It was necessary to change the course number because an ASTR 3538 course already exists.

*A Ziegler/Aasheim motion to approve theses course revisions was passed unanimously.*

**Revised Program**

**B.A. Physics**

**JUSTIFICATION:**
The course number of PHYS 3538 (Introduction to General Relativity) is being changed to PHYS 3558.

**B.S.P. Physics**

**JUSTIFICATION:**
The course number of PHYS 3538 (Introduction to General Relativity) is being changed to PHYS 3558.

*A Ziegler/Aasheim motion to approve these program revisions was passed unanimously.*

**V. OTHER BUSINESS**

- BS in Communication Arts - Broadcasting was approved at Enrollment Management.
Faculty Senate Librarian’s Report, March 23, 2007

- BBA (Students who wish to change their major to “Pre-Business” must have a total institution GPA of 2.0 on all work completed at Georgia Southern University) was tabled at Enrollment Management. It will go back through March Enrollment Management and UGC will discuss further at the next meeting.

VI. ADJOURNMENT

There being no further business to come before the committee, the meeting was adjourned at 3:30 p.m.

Respectfully Submitted,

Caroline D. James
Recording Secretary

SUMMARY OF THE ACADEMIC ADVISORY COUNCIL MEETING

Chair: Linda Bleicken, Provost

The Academic Advisory Council met on February 27, 2007 at 9:00 a.m. in room 1100J in the College of Education.

1. Admissions – Susan Davies

1.1 Southern Scholars Showcase

Southern Scholars Showcase was December 1 and 2, 2006. The Showcase was held early because students with high SAT scores have more choices and they tend to make their decisions earlier. SSS is held for applicants who have SAT scores of 1300 or more. The deadline to submit applications for the Showcase is November 1. All of the students who attended this year’s showcase received either a 2- or 4-year scholarship as well as a one-year housing scholarship worth $4,300. 73% of students who were offered scholarships accepted [handout].

1.2 Scholars Day

Scholars’ day was held on February 24, 2007. 256 students attended this year, compared to 204 students last year. Scholars’ day is generally intended for students who have scored 1200 or more on the SAT. The scholarship process involves several interviewing committees selected from the colleges. Students are evaluated based on SAT, GPA, extra-curricular activities and their personal statement. The various committees pool and rank the applicants. If a student receives an award the value of the scholarship received is based on the student’s final rank.

1.3 Leadership Conference
The Southern Lead Conference is held for students who have SAT scores between 1100 and 1199 and a High School GPA of 3.0 or higher. The students have to be involved in leadership and community service activities in high school. Students are competing for leadership scholarships, which are $1,000 one-time scholarships.

1.4 Application and Enrolment

Final data is not yet available, but based on the data so far applications and acceptances are higher this year compared to last year. Acceptances from international students have increased by 66% over last year. There is slight decrease in the number of students entering the EIP program this summer.

2. Enrolment Report

2.1 Mike Deal: Spring enrolment is up slightly compared to Spring 2006. The increase is largely due to an increase in the number of transient students, particularly East Georgia/Statesboro students. Fall enrolment is down slightly, compared to the same date last year. Letters will be mailed over Spring Break to encourage students to register for Summer and Fall. Midterm grade reports have been mailed to students and their advisors. Students are being encouraged to see their instructors and advisors before they make decisions about dropping classes. (handout2) (handout3) (handout4)

2.2 Virginia Samiratedu reported on attempts to develop a marketing program for summer school. The program will market summer school as a strategy for students to be able to get ahead.


3.1 Dr. Perkins-Brown presented a list of surveys and projects completed by OSRA in Fiscal Year 2007. She also reported that an Academics and Research link has been added to main page of OSRA. (handout5) (handout6)

3.2 In addition, she highlighted findings from the CRI Participation Report. In FY2006 there were 13,420 CRI participants of whom 94% were students. In FY2005 there were 10,833 CRI participants of whom 95% were students. CRI participants with 20 or more visits in a semester tend to have higher GPA on average. Retention and graduation rates also tend to be higher. For example, the Fall 2005 retention rate for CRI users with 20 or more visits was 83%, compared with 69.9% for non-participants. Using the Fall 2000 cohort who graduated in 6 years, CRI users who made 20 or more visits had mean cumulative GPA of 2.97, compare with 3.02 mean cumulative GPA of
matched non-users. However, the six-year graduation rate of users is 54.2% while the six-year graduation rate of non-users is 36.7%. (handout 7)

4. IT Services Update – David Ewing

David Ewing reported that no data was compromised during the recent breach of the Georgia Southern web page. A number of steps have been taken to prevent such an incident in the future.

5. NSSE Forum – Alan Altany

Alan Altany reported on a successful NSSE forum that was held on February 26, 2007. The forum was well attended with over 50 participants. A number of good ideas were generated on how to move forward with the conversation on student perception in the 5 benchmarks (See handout). The discussion in this forum focused on the first benchmark: Level of Academic Challenge. (handout 8)
ACADEMIC STANDARDS COMMITTEE
Chair: Mark Yanochik, COBA

The Academic Standards Committee met on March 29, 2007 to consider appeals for early readmission.

Present at the March 29, 2007 meeting were Brenda Talley (CHHS), Jerry Ledlow (JPHCOPH), Rose Mary Gee (CHHS), Sharon Tracy (CLASS), Mark Yanochik (COBA), Iris Durden (LIB), Connie Murphy, and Wayne Smith.

Not present at the March 29 meeting were Jim Whitworth (CIT), Godfrey Gibbison (COBA), Bob Fernekes (LIB), Beverly Graham (CLASS), Ming Fang He (COE), Nirmal Das (COST), Aimao Zhang (CIT), Scott Williams (COST), Anthony Parillo (JPHCOPH), and Marla Morris (COE).

On March 29 there were 4 appeals. Three appeals were either approved at the meeting or were pre-approved before the meeting based on criteria previously established by the committee. One appeal was denied by the committee.

During the March 29 meeting, members in attendance discussed the possibility of determining academic trends of students who have appealed. Of interest would be the academic success (after being readmitted) of transfer students, and students based on college, major, and other criteria. The Registrar’ Office subsequently supplied data to this end, which will be reviewed by the committee in upcoming weeks (handout1).

FACULTY DEVELOPMENT COMMITTEE
Chair: Clara Krug, CLASS

Report of the Faculty Development Committee
March 29, 2007
(Please note that these are not complete minutes.)

Five members of the Faculty Development Committee met from 9:15 a.m. until 12:30 p.m. to discuss Summer Awards and requests for educational leave. One other committee member had submitted his evaluations of proposals for Summer Awards, but could not attend. He and another member who could not attend had submitted their evaluations of requests for educational leave.

The committee had received 45 proposals for Summer Awards requesting a total of $135,577.00 in funding, plus approximately $20,000 in fringe benefits. Committee members awarded funding to nine (20%) for a total of $30,153.16 (19% of the total requested).
The committee had received 12 requests for educational leave. After discussion, members recommended seven requests. The Faculty Development Committee awards no funding for educational leave.

Clara Krug
Committee Chair, 2006-2007.

**FACULTY RESEARCH COMMITTEE**
Chair: John Nauright, CHHS

Georgia Southern University
Faculty Research Committee
Meeting Minutes
January 29, 2007

I. Call to Order, Chair

II. Membership Roll Call

<table>
<thead>
<tr>
<th>Members Present</th>
<th>Members Absent</th>
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<tr>
<td>John Nauright, chair</td>
<td>Kari Beth Fitzmorris, JPHCOPH</td>
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<tr>
<td>June Alberto, CHHS</td>
<td>Tim Whelan, CLASS (New appointment)</td>
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<td>Ardian Greca, CIT</td>
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<td>Norman Schmidt, COST</td>
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<td>Rebecca Ziegler, LIB</td>
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<td>Greg Brock, COBA</td>
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<td>Dana Sparkman, COE</td>
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<td>Eleanor Haynes, ORSSP</td>
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III. Agenda unanimously approved

IV. Excellence in Research Award
   A. Committee reviewed the list of responsive nominations
   
   B. Excellence Award Application Process
      Ele Haynes reported. Each committee member will review all 9 responsive applications. Award applications will be located in a white bin in the front office of ORSSP. Award packet reviews should be completed between **February 2 and February 16th, 2007**. Reviewers will find a file containing review forms for each nominee in the front of the white bin. The reviewer will fill in his/her name on the reviewer line and rate the categories as directed on the review form. Once complete, the reviewer should give the completed form to the ORSSP secretary (Sue Ann Crabtree) or Ele. Reviews will be maintained in a confidential file.

   C. Award meeting
The committee agreed to hold a follow up meeting on **February 26, 2007 at 3:30 PM** in the COGS conference room, Administrative Annex 211. FRC will determine 2 Excellence in Research award recipients at that time.

V. Faculty Research Grant Proposals

A. **Grant Review criteria**

The committee reviewed the grant guidelines for award, a brief history of awarded grants and outcomes and sample reviews as modeled by prior committees.

B. **Application distribution for Review**

The committee agreed to choose one committee member to act as a primary reviewer and a secondary reviewer on each proposal. The primary reviewer will study the proposal in detail and comment in a written format. The secondary reviewer will review the proposals and make brief comments. All committee members received a copy of each grant proposal to read.

Each committee member agreed to serve as primary or secondary reviewer on 4 applications to fully distribute the 31 submissions. Applications were distributed to volunteers by discipline and interest.

All comments are to be emailed to Ele no later than **5 pm, March 19th**. Ele will forward reviews to all committee members in preparation for the award meeting.

C. **Faculty Research Grant Awards**

The committee agreed to meet on **March 26 at 3:00 PM** to review comments and determine the award recommendations. All awards will be contingent on the Board of Regent approval of the Provost’s budget proposal.

VI. Modification of Grant Guidelines for FY09 Award

The committee agreed to table revision of grant award guidelines for FY 09 until a meeting to be scheduled during the March 26th meeting.

VII. Adjournment.
Georgia Southern University  
Faculty Research Committee  
Meeting Minutes  
February 26, 2007

I. Call to Order, Chair

II. Membership Roll Call

Members Present:  
John Nauright, chair  
Kari Beth Fitzmorris, JPHCOPH  
June Alberto, CHHS  
Ardian Greca, CIT  
Tim Whelan, CLASS  
Rebecca Ziegler, LIB  
Greg Brock, COBA  
Dana Sparkman, COE  
Eleanor Haynes, ORSSP

Members Absent:  
Norman Schmidt, COST

III. Agenda unanimously approved

IV. Excellence in Research Award

A. Committee reviewed scoring sheets prepared by the individual reviewers for each candidate. Individual reviews were compared to compiled review data. The committee discussed the individual merits and comparative rankings based upon the application information submitted by each applicant. Dr. Schmidt’s review comments were sent by proxy.

B. Excellence Award - The applicant pool was narrowed by consensus. Final award nominations were identified by closed ballot. Ballot results were confirmed by consensus.

C. Dr. Nauright will communicate the names of the 2 nominated award recipients to the Provost’s office in a confidential memo. After the Provost makes the award announcement, the chair will mail individual letters to the remaining applicants with the assistance of ORSSP.

V. Faculty Research Grant Proposals

A. Grant Application Review

The committee confirmed that primary and secondary reviewers will email all comments to Ele (ehaynes@gerogiasouthern.edu) no later than 5 pm,
March 19th. Ele will forward reviews to all committee members in preparation for the award meeting.

Dr. Nauright announced the proposed award budget of $125,000 as the amount projected from the Provost’s office. The approximate amount requested by grant applicants was announced as $213,000. (Corrected requested amount $238,702.13)

Dr. Brock reminded the committee to look at the requested budgets on grant applications. We have the ability to award the grant at less than the budgeted amounts. General equipment should be excluded from the budgets (e.g., laptop computers) unless there is compelling justification.

D. Faculty Research Grant Awards

The committee agreed to meet on March 26 at 3:00 PM to review comments and determine the grant award recommendations. Dr. Whelan will seek coverage for his 3:30 class. Ele will confirm the meeting time and location via email prior to March 26th.

VI. Modification of Award guidelines for FY09 Award

The committee agreed to table revision of Excellence in Research award guidelines for FY 09 until a meeting to be scheduled during the March 26th meeting.

VII. Adjournment.

FACULTY SERVICE COMMITTEE
Chair: Patricia Walker, CLASS

No Report. Please note the Faculty Service Committee had their last meeting in February. This committee will not meet again until academic year 07-08.

FACULTY WELFARE COMMITTEE
Chair: Mark Welford, COST

No Report
GRADUATE COMMITTEE
Chair: Ming Fang He, COE

GRADUATE COMMITTEE MEETING
Chair: Dr. Ron MacKinnon

GRADUATE COMMITTEE MINUTES

January 25, 2007, 9:00 AM, College of Graduate Studies

Present: Dr. Diana Sturges, Dr. Robert Cook, Dr. Constantin Ogloblin, Dr. Goran Lesaja, Dr. Xiezhang Li, Dr. Kari Fitzmorris, Dr. Robert Vogel, Dr. Sonya Shepherd, Dr. Cindi Chance, Dr. Randy Carlson, Dr. John Parrish, Dr. Barbara Price.

Others: Dr. Dick Diebolt, Ms. Candace Griffith, Mr. Wayne Smith, Ms. Dawn Lipker

Dr. Ron MacKinnon, Chair, called the meeting to order on Thursday, November 9, 2006 at 9:00 AM.

I. APPROVAL OF AGENDA

The motion was made by Dr. Cook to approve the agenda as modified. The second was provided by Dr. Robert Vogel.

A motion was made by Dr. Cook to move Item II to the end of the program as he had a class to attend at 9:30. The motion was seconded by Dr. Ogloblin. The motion was approved.

II. GRADUATE EDUCATION DISCUSSION TOPIC –

1. Admission/recruitment – Dawn Lipker

Ms. Lipker reported that she had attended a recruitment reception the night before in Atlanta. So far we have approximately 1500 prospects among all the departments. So far for 2007, we have 26 decisions, 69 pending applications and 86 incomplete, totaling 181 applications. They are working very hard to increase the prospect list and earlier applications so that the student is able to apply for graduate assistantships. March 1 is the priority deadline for admissions and also for graduate assistantships.

The goal for 2007 is to increase by 200 newly enrolled students. There are more recruitment workshops being planned that will include program directors. Electronic brochure are being planned so a student can receive an electronic brochure and which can be personalized, including housing, and other useful information and can be specified by program of interest. We are also staying in touch with prospective students by email once a month to remind them what they still need to submit.

Community information sessions are being planned with heavy advertising in several counties, including radio and will be held in the library starting in February.

Dean Chance mentioned the unexpected number of potential graduate students that were at the reception the night before and that she was totally unprepared. Dr. Chance wanted to know how the potential graduates found out that they would be there and what
marketing activities took place. She suggested better communication in the future and perhaps even a separate room where she could talk to these prospective students.

Mr. Smith brought up the problem of online courses offered by other institutions and whether they are recognized as traditional graduate courses. Some of these universities are offering degrees that may not be acceptable for further education at the Georgia Southern University level and may be required to take additional classes in order to be accepted into programs here.

Dean Chance announced the arrival of 14 very articulate international teachers from eight countries that arrived on January 24, 2007 and will be staying through June. These are high school teachers who are teaching high performing students in numerous academic areas with excellent English skills. She suggested that they be invited to attend classes and possibly speak at some classes according to the department’s discipline. She also stressed that this is a truly important recruiting tool to use to get some very high performing students into our programs.

2. GA Stipend – J. R. Diebolt

Dr. Diebolt distributed a survey summary of graduate assistantship stipends. He indicated that the College of Graduate Studies initiated the survey during summer 2006 and it was continued into fall 2006. The information was presented for information and the committee will have the opportunity to discuss the survey results at a later meeting.

III. CURRICULUM AMENDMENTS/PROGRAM PROPOSALS/PROGRAM ANNOUNCEMENTS

A motion was made by Dr. Cook to discuss the following changes for the College of Education by section rather than taking it one at a time. The motion was seconded by Dr. Vogel.

COLLEGE OF EDUCATION

Department of Leadership, Technology and Human Development

a. Counselor Education

The motion for Course Revisions and Course Deletions was approved

i. Course Revisions
   1. COUN 7331 – change number to 7434
   2. COUN 7737 – change prerequisites

ii. Program Changes
   1. M.Ed. in Counselor Education
   2. Ed.S. in Counselor Education

Dr. Carlson briefly explained the Program Changes and the motion was approved.

iii. Course Deletions
   1. COUN 7838
   2. COUN 7999
   3. COUN 8531
   4. COUN 8532
   5. COUN 8534
   6. COUN 8539
b. Educational Leadership
   i. Program Change - M.Ed. in Educational Leadership

Dr. Carlson explained that this was for students who do not want certification in the state of Georgia. The motion was approved to accept the changes listed above.

c. Instructional Technology
   i. Program Changes
      1. M.Ed. Instructional Technology with certification
      2. M.Ed. Instructional Technology, non-certification

Dr. Carlson explained that these Program Changes were for students who want to complete their degree work completely online and is targeted for students who, due to their work schedule, cannot take classes during the week. The motion was approved to accept the changes listed above.

d. Endorsement Programs
   i. Endorsement Deletions
      1. Instructional Supervision Endorsement
      2. Director of Media Centers Endorsement
      3. Director of Pupil Personnel Services Endorsement
      4. Director of Special Education Endorsement
      5. Director of Vocational Education Endorsement

The motion was approved to accept the changes listed above.

e. Advisement for Non-Degree Programs and Endorsements

The motion was approved to accept the change listed above.

DEPARTMENT OF TEACHING AND LEARNING

A motion was made by Dr. Cook to discuss the following changes for the Department of Teaching and Learning section rather than one at a time. The motion was seconded by Dr. Vogel.

New Course
   i. ESED 7132 Framework for Teaching

Dr. Diebolt asked if this would impact the Program of Study Form and was told that it would only impact one track.

Course Changes
   ii. MSED 7131 – prefix, title, and catalog description (to ESED 7131)
   iii. MGED 8133 – subject, number, title, prereqs and catalog description (to ESED 7133)

Dr. Parrish explained that the ESED prefix was for all certification programs.

MAT Program Change

This is for the purpose of changing admission requirements.

Redesignation of four M.Ed Programs to become the M.Ed. in Teaching and Learning

Programs being redesignated:
   1. M.Ed. in Secondary and P-12 Education
2. M.Ed. in Early Childhood Education
3. M.Ed. in Middle Grades Education
4. M.Ed. in Special Education

The motion for all items under Teaching and Learning was approved.

DEPARTMENT OF MATHEMATICAL SCIENCES

A motion was made by Dr. Lesaja to discuss the following changes for the Department of Mathematical Sciences section rather than one at a time. The motion was seconded by Dr. Ogloblin.

New Courses:
   i. MATH 5131G – Geometry for K-8 Teachers
   ii. STAT 7895 – Research

Course Revisions:
   i. MATH 5130G – Statistics and Geometry for K-8 Teachers (title, and catalog description change)
   ii. MATH 5135G – Calculus Concepts for K-8 Teachers (title, and catalog description change)
   iii. MATH 5136G - History of Mathematics (catalog description)

Course Deletions:
   i. MATH 5134G – Topics in Discrete Mathematics for K-8 Teachers
   ii. STAT 6131 – Biostatics
   iii. STAT 7534 – Data Management for Biostatistics
   iv. STAT 7535 – Biopharmaceutical Statistics for Drug Development
   v. STAT 7537 – Statistical Issues in Drug R & D

A brief description of the changes was provided by Dr. Lesaja. The motion was approved to accept the changes listed above.

DEPARTMENT OF MECHANICAL & ELECTRICAL ENGINEERING TECHNOLOGY

A motion was made by Dr. Lesaja and seconded by Dr. Shepherd to review all the changes and vote after any discussion.

New Courses:
   i. TSEC 5336G – Environmental Law
   ii. TSEC-5336 – Environmental Law

Dr. Cook questioned the use of the word “law” in the title but had no objection to leaving it there. The motion was approved to accept the changes listed above.

SCHOOL OF ACCOUNTANCY

A motion was made by Dr. Cook and seconded by Dr. Shepherd to review the changes and vote after any discussion.

Course Revisions:
   i. LSTD 6130 – Legal and Ethical Issues in Business (title)
   ii. LSTD 7130 – Legal Environment of Business (title)
Dr. Price explained that the changes are to the title only for clarification purposes.

**Program Revision:**

i. MBA and MACC

ii. Title Change for LSTD 6130

  From Legal and Ethical Issues in Business
  To Legal Environment of Business

The motion was approved to accept the changes listed above.

**Department of Psychology**

A motion was made by Dr. Vogel and seconded by Dr. Lesaja to review the changes and vote after any discussion.

**Course Deletions:**

i. PSYC 7431 – Advanced Learning and Cognition

ii. PSYC 5430G – Physiological Psychology

iii. PSYC 5530G – History and Systems

**Course Revisions:**

i. PSYC 7730 – Practicum I

ii. PSYC 7132 – Advanced Animal Learning

iii. PSYC 7231 – Intellectual Assessment

iv. PSYC 7232 – Foundations of Psychotherapy

v. PSYC 7233 – Ethics and Professional Issues

vi. PSYC 7234 – Personality Assessment

vii. PSYC 7235 – Group Psychotherapy

viii. PSYC 7236 – Neuropsychology

ix. PSYC 7237 – Psychotherapy Skills

x. PSYC 7238 – Child and Family Psychotherapy

xi PSYC 7239 – Psychopathology

xii PSYC 7333 – Psychotherapy Skills II

xiii PSYC 7623 – Psychotherapy Skills III

**New Courses:**

i. PSYC 9731 – Rural Practicum

ii. PSYC 7335 – Assessment III

iii. PSYC 9999 – Dissertation

iv. PSYC 9235 – History and Systems of Psychology

v. PSYC 7330 – Multicultural Psychology

vi. PSYC 7732 – Practicum III

vii. PSYC 9735 – Practicum in Supervision

viii. PSYC 9331 – Psychopharmacology

Dr. John Murray explained that all the changes in courses are for the purpose of creating the new PsyD program approved by the Board of Regents in April of last year. There are currently two tracks to the Masters Program and the clinical track is being phased out and being replaced by the PsyD in clinical psychology. The general psychology track is remaining. The main point of adding and deleting these courses is to get accreditation from the American Psychological Association.
Memo MS Program Page Change

Program Page MS

The motion was approved to accept all the changes listed above.

IV. Unfinished Business

V. New Business

VI. OTHER

VII. ANNOUNCEMENTS –

Dr. Diebolt reminded everyone that the deadline for agenda items for the February meeting was today.

Dean Chance mentioned that they have had a good response to the search for a new Dean of the College of Graduate Studies and that they have several semi-finalists and are making reference calls now.

VII. ADJOURNMENT

There being no further business, the meeting was adjourned on January 25, 2007 at 10:20 AM.

Respectfully submitted,

Jeanne Coleman
Recording Secretary

Minutes approved by email to Graduate Committee on 2/1/2007. No negative votes were received.
LIBRARY COMMITTEE
Chair: Sonya Shepherd, LIB

Library Committee
April 9, 2007

[Meeting cancelled; update provided via email]

Library Conference Room

Agenda

1. Approval of Agenda
2. Old Business
   a. Library link on University Web site Update
      The Faculty Senate voted and unanimously passed the motion to have the library link added back to the main university web page. See Senate minutes from 2/15/07 pgs, 6 & 14). Pat Humphrey reported at the last Senate Meeting on 3/26 that all motions made and passed at the 2/15 meeting had been forwarded to and approved by the President.
   b. Library’s Mission
      A library taskforce has been charged with revising the library’s mission. Suggestions from the Library Committee have been forwarded to this group. Recommendations will be given to Dr. Mitchell.
   c. Faculty Participation in Web Usability Testing
      Testing has begun. We were very successful in obtaining participants. Ten faculty participants will spend ~30 minutes trying to answer a series of questions using one of two library web pages. Comments collected from the sessions will be used to revise existing library web pages. Each participant will receive a $10 Starbuck gift certificate for their participation. Thanks to Judy Repman (COE) for the idea.
   d. Database Analysis Project Update
      Based on suggestions from the Library Committee, the Database Analysis Project Report has been finalized and submitted to department chairs and the library departmental representatives for department feedback. The Library Committee received an email from Dr. Mitchell on 3/28 re: message to academic departments re Proquest – feedback please, which asked for additional comments before being sent out to department chairs and the library departmental representatives.
   e. Discussion on Academic integrity software/critiquing resources/IL & Plagiarism FLCs – new Academic Integrity workshop
      Dr. Mitchell sent an email on 3/21 to the Library Committee regarding Turnitin.com and USG. The email consisted of a list of USG institutions that have leased Turnitin.com and an explanation that the Provost is investigating this as a possibility for Georgia Southern.
f. New Faculty Orientation Workshop
The committee charged with creating and submitting a workshop proposal for the New Faculty Orientation Workshop has fulfilled that charge. The Library Committee was contacted by the Chair via email on 3/13 re: need feedback on new faculty workshop proposal. After some revisions, the proposal was finalized and submitted. We are now waiting to see if it has been accepted or not.

3. New Business
4. Other Committee Topics for Future Agendas
   a. Continue discussion on Information Literacy/Turnitin.com
   b. ????
5. Announcements
   a. Thank you to everyone who served on the Library Committee this year. We have had a very productive year. More formal letters will be sent to members and their department chairs soon.
   b. ????
6. Adjournment

SENATE ELECTIONS COMMITTEE
Chair: Charles Skewis, LIB

No Report

UNDERGRADUATE COMMITTEE
Chair: Donna Saye.

UNDERGRADUATE COMMITTEE
MINUTES
MARCH 20, 2007
3:15 P.M.

SCIENCE & TECHNOLOGY, ROOM 2120

I. CALL TO ORDER
Present: Dr. Brenda Talley, Dr. Cheryl Aasheim, Dr. Jim Klein, Dr. Leslee Higgins, Dr. Marian Tabi, Dr. Mary Marwitz, Dr. Michael Moore, Dr. Michael Reksulak, Dr. Rebecca Ziegler, Dr. Reed Smith, Dr. Stuart Tedders, Dr. Amy Heaston, Ms. Caroline James, Ms. Ann Montalvo

 Visitors: Ms. Candace Griffith, Dr. David Shepherd, Dr. Olivia Carr Edenfield, Dr. Shahnam Navae, Dr. Virginia Richards

Dr. Michael Moore called the meeting to order at 3:17 p.m.

II. APPROVAL OF AGENDA
A Reksulak/Higgins motion to approve the agenda was passed unanimously.
III. COLLEGE OF BUSINESS ADMINISTRATION

Dr. Leslee Higgins presented the following agenda items for the College of Business Administration.

Revised Programs

All B.B.A. Programs

JUSTIFICATION:
The change in subject and title from BUSA 2106 Environment of Business to LSTD 2106 Legal Environment of Business is designed to align this course with course offerings at other accredited universities. The new course, MKTG 4232, is an advanced course that integrates and extends concepts in other selling and sales-related courses.

A Higgins/Reksulak motion to approve these program revisions was passed unanimously.

School of Accountancy

Course Revision

FROM: BUSA 2106 - Environment of Business
TO: LSTD 2106 - Legal Environment of Business

JUSTIFICATION:
This course is a business law course consistent with courses offered by our peer institutions. The change in subject and title are designed to align this course with course offerings at other accredited universities.

A Higgins/Reksulak motion to approve this course revision was passed unanimously.

Department of Management, Marketing, and Logistics

New Course

MKTG 4232 - Advanced Selling

An advanced course that integrates and extends concepts encountered in other selling and sales-related courses. Particular emphasis is placed on negotiating skills and customer relationship management (CRM), as well as general sales-related topics including sales automation and time/territory management. Students will be required to spend time in the field with professional salespeople and to prepare and deliver several effective sales presentations. Prerequisite: A minimum grade of “C” in MKTG 3133. 3 credit hours.

JUSTIFICATION:
In recent years, more and more businesses have begun looking at college campuses for their sales recruits. For example, the Center for Business and Industrial Marketing at Georgia State University reports that 75 percent of its marketing undergraduates go into sales careers. In fact, a recent study by the National Association of Colleges and Employers (NACE) found that 30 percent of the job offers made in the 2004-2005 school year to undergraduate students nationwide were for sales positions. The opportunity created by this demand is not expected to diminish in the near future as the U.S. Department of Labor predicts that the business-to-business selling occupation will grow by approximately 14 percent over the next decade, making it one of the fastest growing occupations. While many of the other fast growth areas are in the lower paid service industries, the Department of Labor rates these new sales positions as “Very High” in salary potential.

Recognizing the need to prepare our graduates for success in the field of selling, the Management, Marketing, and Logistics Department has identified sales and sales management as an Area of Distinction. Currently, we offer an introductory
sales course (MKTG 3133 Professional Selling). To better prepare our students for success in this competitive field, we propose the addition of an Advanced Selling course. Additionally, this course is required for our sales program to achieve the accreditation of the Professional Society of Sales and Marketing Trainers.

*A Higgins/Reksulak motion to approve this new course was passed unanimously.*

IV. **COLLEGE OF EDUCATION**

*Dr. Jim Klein presented the following agenda items for the College of Education.*

- **Department of Teaching and Learning**
  
  **Course Revisions**

  FROM: **ESED 5232 - Methods for ESOL**  
  Prerequisite: Admission to Teacher Education Program or Hold a valid Teaching Certification.

  TO: **ESED 5235 - Methods for ESOL**  
  Prerequisites: A minimum grade of “C” in ESED 5233, ESED 5234, and Admission to Teacher Education Program or Hold a valid Teaching Certification.

  **JUSTIFICATION:**
  During the past 3 years, there have been high drop and withdrawal rates among students who have taken the ESOL Methods course before completing the 2 ESOL Foundations courses (ESED 5233 - Applied Linguistics and ESED 5234 - Cultural Issues). This is unsurprising since the Methods course assumes pre-existing mastery of the Linguistics and Cultural Issues content. Therefore, ESED 5233 and ESED 5234 are being added as prerequisites for this course, ESED 5235. Also, the new course number (5235) shows the sequence of the courses.

  FROM: **ECED 4799 - Student Teaching in Early Childhood Education**  
  Prerequisite: Admission to the Student Teaching.

  TO: **ECED 5799 - Student Teaching in Early Childhood Education**  
  Prerequisite: Completion of teaching field, professional education courses, and admission to the Student Teaching Program.

  **JUSTIFICATION:**
  The student teaching number is being changed in programs that have a MAT program. A MAT program in Early Childhood Education is currently being developed. In order to be consistent with the other initial teacher preparation programs, the student teaching number for Early Childhood is being changed from ECED 4799 to ECED 5799.

  FROM: **ESED 4799 - Student Teaching in P-12 Education**  

  TO: **ESED 5799 - Student Teaching in P-12 Education**

  **JUSTIFICATION:**
  With the implementation of the MAT programs in foreign language and art education, candidates completing the MAT who are not teaching full-time will need to complete a student teaching experience. The MAT is a graduate program; therefore, the existing ESED 4799 course needs to be changed to ESED 5799 in order to develop an ESED 5799G section for the MAT candidates who will need to complete student teaching.

  FROM: **MGED 4799 - Student Teaching in Middle Grades**

  TO: **MGED 5799 - Student Teaching in Middle Grades Education**

  **JUSTIFICATION:**
  With the implementation of the MAT program in middle grades education, candidates completing the MAT who are not teaching full-time will need to
complete a student teaching experience. The MAT is a graduate program; therefore, the existing MGED 4799 course needs to be changed to MGED 5799 in order to develop an MGED 5799G section for the MAT candidates who will need to complete student teaching.

FROM: SCED 4799 - Student Teaching in Secondary Education
TO: SCED 5799 - Student Teaching in Secondary Education
JUSTIFICATION:
With the implementation of the MAT programs in secondary education, candidates completing the MAT who are not teaching full-time will need to complete a student teaching experience. The MAT is a graduate program; therefore, the existing SCED 4799 course needs to be changed to SCED 5799 in order to develop an SCED 5799G section for the MAT candidates who will need to complete student teaching.

FROM: SPED 4799 - Student Teaching in Special Education
TO: SPED 5799 - Student Teaching in Special Education
JUSTIFICATION:
With the implementation of the MAT program in special education, candidates completing the MAT who are not teaching full-time will need to complete a student teaching experience. The MAT is a graduate program; therefore, the existing SPED 4799 course needs to be changed to SPED 5799 in order to develop an SPED 5799G section for the MAT candidates who will need to complete student teaching.

A Klein/Aasheim motion to approve these course revisions was passed unanimously.

Revised Programs
B.S.Ed. in Early Childhood Education
JUSTIFICATION:
Program change to reflect a number change for student teaching from ECED 4799 to ECED 5799. This change is being made to be consistent with the number changes for student teaching in the other initial teacher preparation programs.

B.S.Ed. in Family and Consumer Sciences
JUSTIFICATION:
The program is being changed to reflect the number change for student teaching from SCED 4799 to SCED 5799.

B.S.Ed. in Health and Physical Education
JUSTIFICATION:
The program is being changed to reflect the number change for student teaching from ESED 4799 to ESED 5799.

B.S.Ed. in Middle Grades Education
JUSTIFICATION:
Program change to reflect a number change for student teaching from MGED 4799 to MGED 5799.

B.S.Ed. in Special Education
JUSTIFICATION:
The program is being changed to reflect the number change for student teaching from SPED 4799 to SPED 5799, and to list MATH courses in Area F required for the Math concentration.

B.S.Ed. in Technology Education
JUSTIFICATION:
The program is being changed to reflect the number change for student teaching from SCED 4799 to SCED 5799.

A Klein/Aasheim motion to approve these program revisions was passed unanimously.

V. ALLEN E. PAULSON COLLEGE OF SCIENCE AND TECHNOLOGY
Dr. Shahnam Navaee presented the following agenda items for the Allen E. Paulson College of Science and Technology.

- Department of Mechanic and Electrical Engineering Technology
  Revised Program
  B.S Graphic Communications Management
  JUSTIFICATION:
The course numbers for GCM 2122 & GCM 2222 were changed to GCM 2721 & GCM 2722, respectively, to conform to the University course numbering structure [this number change was previously approved and should now be reflected on the catalog GCM Program Page].

  Two courses (GCM 2532 & GCM 2512) were developed to combine and replace four previously deleted courses/labs (GCM 2132 GCM 2212 and GCM 3333 & GCM 3413) [the approval of the two new courses and the deletion of the four old courses was previously approved and should now be reflected on the catalog’s GCM Program Page].

  The math requirement was changed to allow for more choices in Area F, as prescribed by NAIT accreditation.

  The choices of courses that can be selected in the Management Electives category were expanded with the addition of seven ART electives. Two MGNT courses were removed from the list and three additional hours of Free Electives were added, as prescribed by NAIT Accreditation; thus changing the total number of hours of Major Requirements from 57 to 54.

A Reksulak/Higgins motion to approve this program revision was passed unanimously.

VI. COLLEGE OF HEALTH AND HUMAN SCIENCES
Dr. Virginia Richards presented the following agenda items for the College of Health and Human Sciences.

- Department of Health and Kinesiology
  New Course
  NTFS 4899 - Directed Individual Study
  Provides the student with the opportunity to investigate an area of interest under the direction of a faculty mentor. Prerequisite: Permission of instructor. 1 to 6 credit hours.

  JUSTIFICATION:
  No course for individual study available in Nutrition and Food Science. This course will be available for students and faculty wishing to pursue undergraduate research projects.

A Reksulak/Zeigler motion to approve this new course was passed unanimously.
Department of Hospitality, Tourism, and Family & Consumer Sciences

New Courses

CHFD 4899 - Directed Individual Study
Provides the student with the opportunity to investigate an area of interest under the direction of a faculty mentor. Prerequisite: Permission of instructor. 1 to 6 credit hours.

JUSTIFICATION:
No course for individual study available in Child and Family Development. This course will be available for students and faculty wishing to pursue undergraduate research projects.

FACS 4899 - Directed Individual Study
Provides the student with the opportunity to investigate an area of interest under the direction of a faculty mentor. Prerequisite: Permission of instructor. 1 to 6 credit hours.

JUSTIFICATION:
No course for individual study available in Family & Consumer Sciences. This course will be available for students and faculty wishing to pursue undergraduate research projects.

FMAD 4899 - Directed Individual Study
Provides the student with the opportunity to investigate an area of interest under the direction of a faculty mentor. Prerequisite: Permission of instructor. 1 to 6 credit hours.

JUSTIFICATION:
No course for individual study available in Fashion Merchandising and Apparel Design. This course will be available for students and faculty wishing to pursue undergraduate research projects.

HNRM 4899 - Directed Individual Study
Provides the student with the opportunity to investigate an area of interest under the direction of a faculty mentor. Prerequisite: Permission of instructor. 1 to 6 credit hours.

JUSTIFICATION:
There is no course for individual study available in Hotel Restaurant Management. This course will be available for students and faculty wishing to pursue undergraduate research projects.

INDS 4899 - Directed Individual Study
Provides the student with the opportunity to investigate an area of interest under the direction of a faculty mentor. Prerequisite: Permission of instructor. 1 to 6 credit hours.

JUSTIFICATION:
There is no course for individual study available in Interior Design. This course will be available for students and faculty wishing to pursue undergraduate research projects.

SMGT 4899 - Directed Individual Study
Provides the student with the opportunity to investigate an area of interest under the direction of a faculty mentor. Prerequisite: Permission of instructor. 1 to 6 credit hours.

JUSTIFICATION:
There is no course for individual study available in Sport Management. This course will be available for students and faculty wishing to pursue undergraduate research projects.

*A Reksulak/Zeigler motion to approve these new courses was passed unanimously.*

**VII. COLLEGE OF LIBERAL ARTS AND SOCIAL SCIENCES**

**New Courses**

**MUSC 5530 - Digital Audio Montage**

Explores digital audio theory and practice, sound recording techniques, sound and music representation, sound transformation, and compositional methods of morphological montage through the creation and performance of musical works in the electronic medium. **Prerequisites:** Experience using computers, a firm background in music theory, computer science, or visual art, basic math skills, and be familiar with elementary aspects of music technology (mixers, cables, and other studio basics). 3 credit hours.

**JUSTIFICATION:**
This course fills the need for a non-sequential curriculum in the Master of Music in Music Technology program, and might be taken as an elective by students in fields such as Visual Arts, Communication Arts, Technology, and Information Technology.

**MUSC 5531 - Advanced MIDI Sequencing**

Explores the core concepts of acoustics and psychoacoustics, the MIDI protocol, music composition and performance using MIDI, hardware-based sound synthesis, hardware-based effects, and audio sampling through the creation and performance of musical works in the electronic medium. **Prerequisites:** Experience using computers, a firm background in music theory, computer science, or visual art, basic math skills, and be familiar with elementary aspects of music technology (mixers, cables, and other studio basics). 3 credit hours.

**JUSTIFICATION:**
This course fills the need for a non-sequential curriculum in the Master of Music in Music Technology program, and might be taken as an elective by students in fields such as Visual Arts, Communication Arts, Technology, and Information Technology.

*A Reksulak/Tedders motion to approve these new courses was passed unanimously.*

**Revised Programs**

**B.M. Composition**

**JUSTIFICATION:**
Two courses dealing with Music Technology have been revised and placed at the 5000 level. These provide sharper focus on more concrete skills for students in the B.M. program in Composition, and also allow sharing resources with the M.M. program.

**Music - Music Technology Minor**

**JUSTIFICATION:**
Two courses dealing with Music Technology have been revised and placed at the 5000 level. These provide sharper focus on more concrete skills for students in the B.M. program in Composition, and also allow sharing resources with the M.M. program.

**Second Discipline Concentration Music**

**JUSTIFICATION:**
Two courses dealing with Music Technology have been revised and placed at the 5000 level. These provide sharper focus on more concrete skills for students in the Music Concentration as a Second Discipline, and also allow sharing resources with the M.M. program.

*A Reksulak/Tedders motion to approve these program revisions was passed unanimously.*

**Course Deletions**

**MUSC 3531 - Electronic-Digital Music I**  
*JUSTIFICATION:* Part of a reorganization of Music Technology courses that merges several upper-division and graduate courses into new 5000-level courses.

**MUSC 4533 - Electronic-Digital Music II**  
*JUSTIFICATION:* Part of a reorganization of Music Technology courses that merges several upper-division and graduate courses into new 5000-level courses.

*A Reksulak/Tedders motion to approve these course deletions was passed unanimously.*

**VIII. OTHER BUSINESS**

- None

**IX. ADJOURNMENT**

*There being no further business to come before the committee, the meeting was adjourned at 3:33 p.m.*

Respectfully Submitted,

Caroline D. James  
Recording Secretary

**SUMMARY OF THE ACADEMIC ADVISORY COUNCIL MEETING**

Chair: Linda Bleicken, Provost

The Academic Advisory Council met on March 27, 2007 at 10:00 a.m. in room 1100J in the College of Education.

1. David Ewing – It Services

1.1 Due to hardware failure there has been some problems with the University’s website. The problems took about a week to fix because of delays in getting the right parts. However, the server is scheduled to be replaced.

1.2 Digital Measures. Digital Measures is the new faculty reporting system to be used by Georgia Southern to record faculty activities for annual review and promotion and tenure. Beta testing of Digital Measures began this semester. Barbara Price (COBA) is leading the effort to introduce the system to various units and train
users in the colleges. It will eventually be possible to attach files (like a syllabus), but that will require new software. Cindy Chance wanted to know where data would be stored. David Ewing replied that data will be stored on the Digital Measures system (off-campus), not at Georgia Southern.

2. Mike Deal – Registration Update

2.1 Mike Deal reported Summer semester enrollment is up by 508 students over registration on the same date a year ago. Registration for Fall semester is up 334 over registration at the same date a year ago. On March 8, 2007 there 5411 students who were not expected to graduate and eligible to return but were not yet registered for Fall. The number of students in this category fell to 3852 by March 27. Advisement Centers sent letter to students over Spring Break reminding them to register for Fall semester.

2.2 Honors Day is April 4 at 8:30 a.m. at the Performing Arts Center. The Line of March is on the Provost Website. Classes prior to 10:00 a.m. will be cancelled. Uniform folders will be handed out on stage to expedite the ceremony. Special awards will he presented in the multipurpose room after the ceremony.

2.3 Georgia’s Lt. Governor will be this year’s graduation speaker.

2.4 The policy of dropping students from class for not attending on the first day will be implemented Summer 2007. The Registrar reported that a WAITLIST feature will be available on WINGS. Students will register for the WAITLIST in the same way they register for classes. Department Chairs will have the authority to override the waitlist in order to prioritize individuals who need a class more than others. A WAITLIST will be created for all courses with no maximum. Faculty will verify attendance on the first day of class. The Registrar’s office will provide assistance with large classes by providing scanning stations at the entrance of the lecture halls.
ACADEMIC STANDARDS COMMITTEE
Chair: Mark Yanochik, COBA

The Academic Standards Committee met on May 10 and May 14, 2007 to consider appeals for early readmission.

Present at the May 10, 2007 meeting were Brenda Talley (CHHS), Beverly Graham (CLASS), Ming Fang He (COE), Mark Yanochik (COBA), Iris Durden (LIB), and Wayne Smith.

Not present at the May 10 meeting were Godfrey Gibbison (COBA), Bob Fernekes (LIB), Rose Mary Gee (CHHS), Aimao Zhang (CIT), Anthony Parrillo (JPHCOPH), Jim Whitworth (CIT), Nirmal Das (COST), Sharon Tracy (CLASS), and Marla Morris (COE).

Present at the May 14, 2007 meeting were Godfrey Gibbison (COBA), Brenda Talley (CHHS), Beverly Graham (CLASS), Rose Mary Gee (CHHS), Aimao Zhang (CIT), Anthony Parillo (JPHCOPH), Mark Yanochik (COBA), Iris Durden (LIB), and Wayne Smith.

Not present at the May 14 meeting were Jim Whitworth (CIT), Bob Fernekes (LIB), Ming Fang He (COE), Nirmal Das (COST), Sharon Tracy (CLASS), and Marla Morris (COE).

On May 10 there were forty-eight appeals. Twenty-eight appeals were either approved at the meeting or were pre-approved before the meeting based on criteria previously established by the committee. Eight appeals were denied by the committee. Four of the denied appeals were sent to the dean of the student’s respective college. Three of these appeals were approved and one was denied.

On May 14 there were fifty-four appeals. Thirty-nine appeals were either approved at the meeting or were pre-approved before the meeting based on criteria previously established by the committee. Fourteen appeals were denied by the committee. Ten of the denied appeals were sent to the dean of the student’s respective college. Seven of these appeals were approved and three was denied.

FACULTY DEVELOPMENT COMMITTEE
Chair: Clara Krug, CLASS

Report of the April 26, 2007 Meeting of the Faculty Development Committee
Clara Krug, Chair
Proposals for Travel after July 1, 2007:

Prior to the meeting, seven committee members had submitted scores of the 32 applications electronically. Five members attended the meeting.

Committee members discussed in detail the eight proposals that had received the most total scores between 20 and 26. They decided to fund the eight proposals for a total of $8,852.40 (16% of the total $55,574.11 requested).

Any committee member who had rated a different proposal highly was invited to speak on behalf of that proposal. No one suggested that an additional proposal be funded.

Discussion of Revisions to the CET Web Site’s Information about Grants:

Committee members approved five revisions to information about grants for inclusion in the appropriate sections of the CET web site. They also approved four specific changes in wording/dates and one recommended change for inclusion in specific sections of the web site. These revisions and changes in wording/dates are attached.

Discussion of Changes to the Professional Travel Fund Request Application:

Committee members approved a change in organization of the application. Information about this change is attached.

Revisions to Information about Grants
(Approved on Thursday, April 26, 2007)

The following revisions are to be included in the appropriate section of the CET web site related to grants and awards:

1. Full-time faculty members are eligible, with the exception of those who have signed an Administrative A contract.

2. Each professional travel grant is awarded to only one individual.

3. The applicant should not refer to a co-presenter or other potential beneficiary of funding by name. It is the applicant’s responsibility to maintain confidentiality.

4. No member of the Faculty Development Committee may receive a faculty development grant or an Award for Excellence in Instruction while he or she serves on the committee. Nor may he or she nominate someone for the award or write a letter of recommendation for a nominee for the award during this term of service.

5. In awarding travel grants, the committee gives preference to those making presentations, proposing participation that has the potential for a strong impact on student learning, performing professional service that requires conference attendance
(respondent, member of an executive board, etc.), and/or enhancing their professional development.

a. Given the anticipated number of proposals and limited resources, each applicant needs to provide evidence of cost-share and/or attempts to secure cost-share. Cost-share may include partial subsidization by the applicant’s department or college or by the applicant.

b. Any proposal that does not satisfy all guidelines is ineligible for funding and will not be rated.

Changes in Wording in Specific Sections of the CET Web Site
Related to Grants and Awards
(Approved Thursday, April 26, 2007)

2. Grants for Professional Travel:

…updating knowledge of the discipline and enhancing your professional development…

3. Faculty Development Summer Award:

…to plan significant curriculum changes, or to pursue other creative projects that affect the instructional process.

4. Award for Excellence – Contributions to Instruction

Nomination Deadline: 5:00 p.m., September 14, 2007*

…are presented to two full-time permanent faculty members.…

5. Educational Leave Application**

Fall: …to the university-level committee by February 15, with recommendations to the Provost by April 1st.

Spring: to the university-level committee by February 15, with recommendations to the Provost by April 1st.

* Materials would then be due on October 30. This change in dates distributes the deadlines for various competitions more equitably throughout the academic year.

** This recommended change in dates cannot occur in the 2007-2008 year. The change is recommended because of scheduling difficulties engendered by granting leave to faculty members late in the academic year.
Changes to the Professional Travel Fund Request Application  
(Approved on Thursday, April 26, 2007)

Committee members decided to separate the current #4, which requests an itemized budget and itemized justification into two sections:

4. Provide an itemized budget for all components of this trip. Creative ways to secure additional funding and lower costs are encouraged (4 points).

5. Provide clear justification for each budget item (4 points).

Rationale: During all funding cycles, a significant number of applicants omitted either an itemized budget or justification for the budget.

FACULTY RESEARCH COMMITTEE  
Chair: John Nauright, CHHS

Georgia Southern University  
Faculty Research Committee  
Meeting Minutes  
March 26, 2007

I. Call to Order, Chair at 3:00 PM

II. Membership Roll Call

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<th>Members Absent:</th>
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<td>John Nauright, chair</td>
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<td>Kari Beth Fitzmorris, JPHCOPH</td>
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<td>June Alberto, CHHS</td>
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<td>Greg Brock, COBA</td>
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<td>Dana Sparkman, COE</td>
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<td>Norman Schmidt, COST</td>
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<td>Eleanor Haynes, ORSSP</td>
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III. Agenda unanimously approved

IV. Minutes unanimously approved as read
V. Faculty Research Grant Proposals

A. Grant Application Review
   a. The committee reviewed individual comments on each responsive grant applicant.
   b. The committee narrowed the grant review field by a show of hands vote. Applications were ranked in one of 4 categories based upon strength of committee support for the proposal.
   c. The committee discussed each grant in the top funding category and granted funding as appropriate.
   d. The committee discussed the applications that fell into the second category and dispersed the remaining funds by partial funding for each eligible project. Budget adjustments were indicated by the committee and recorded.
   e. Category 3 and 4 applications were deferred to a future funding cycle for lack of funds.

C. Faculty Research Grant Awards
   a. Awards were recommended based upon committee discussion and consensus for full or partial funding on 16 projects of the 31 total applications
   b. ORSSP will send letters to each of the recipients. Partially funded awards will receive an amended budget. Awardees’ will be offered the opportunity to accept the currently available funding or decline funding to retain eligibility to apply in the next cycle.
   c. In accordance with FY06 committee process, the chair will provide feedback on the grant applications in letter form. Comments will be drawn from committee review comments.

D. Note: The committee noted the high quality of proposal submissions for the grant competition in terms of both significance in the individual field of study and potential for progress toward outside funding. The awards were greatly limited by available funding.

VI. Modification of Award guidelines for FY09 Award

The committee agreed to meet on April 26th at 12:30 PM to revise and update the Faculty Research Grant and Award for Excellence in Research guidelines.

VII. Adjournment at 5:35 PM.
FACULTY SERVICE COMMITTEE
Chair: Patricia Walker, CLASS

No Report. Please note the Faculty Service Committee had their last meeting in February. This committee will not meet again until academic year 07-08.

FACULTY WELFARE COMMITTEE
Chair: Mark Welford, COST

No Report

GRADUATE COMMITTEE
Chair: Ming Fang He, COE

GRADUATE COMMITTEE MEETING
Chair: Dr. Ron MacKinnon
(January 25, 2007; 9:00 AM; College of Graduate Studies)

Report from Graduate Committee Chair: Ming Fang He (COE)

The first portion of the meeting was a half an hour discussion on Graduate Education Topic: Admission/Recruitment & GA Stipend. The committee approved the curriculum/program amendments from Department of Teaching and Learning, College of Education; Department of Mathematical Sciences; School of Accountancy; Department of Psychology.

GRADUATE COMMITTEE MEETING
Chair: Dr. Ron MacKinnon

GRADUATE COMMITTEE MINUTES

January 25, 2007, 9:00 AM, College of Graduate Studies

Present: Dr. Diana Sturges, Dr. Robert Cook, Dr. Constantin Ogloblin, Dr. Goran Lesaja, Dr. Xiezhang Li, Dr. Kari Fitzmorris, Dr. Robert Vogel, Dr. Sonya Shepherd, Dr. Cindi Chance, Dr. Randy Carlson, Dr. John Parrish, Dr. Barbara Price.

Others: Dr. Dick Diebolt, Ms. Candace Griffith, Mr. Wayne Smith, Ms. Dawn Lipker

Dr. Ron MacKinnon, Chair, called the meeting to order on Thursday, November 9, 2006 at 9:00 AM.

I. APPROVAL OF AGENDA
The motion was made by Dr. Cook to approve the agenda as modified. The second was provided by Dr. Robert Vogel.

A motion was made by Dr. Cook to move Item II to the end of the program as he had a class to attend at 9:30. The motion was seconded by Dr. Ogloblin. The motion was approved.

II. GRADUATE EDUCATION DISCUSSION TOPIC –

1. Admission/recruitment – Dawn Lipker

Ms. Lipker reported that she had attended a recruitment reception the night before in Atlanta. So far we have approximately 1500 prospects among all the departments. So far for 2007, we have 26 decisions, 69 pending applications and 86 incomplete, totaling 181 applications. They are working very hard to increase the prospect list and earlier applications so that the student is able to apply for graduate assistantships. March 1 is the priority deadline for admissions and also for graduate assistantships.

The goal for 2007 is to increase by 200 newly enrolled students. There are more recruitment workshops being planned that will include program directors. Electronic brochure are being planned so a student can receive an electronic brochure and which can be personalized, including housing, and other useful information and can be specified by program of interest. We are also staying in touch with prospective students by email once a month to remind them what they still need to submit.

Community information sessions are being planned with heavy advertising in several counties, including radio and will be held in the library starting in February.

Dean Chance mentioned the unexpected number of potential graduate students that were at the reception the night before and that she was totally unprepared. Dr. Chance wanted to know how the potential graduates found out that they would be there and what marketing activities took place. She suggested better communication in the future and perhaps even a separate room where she could talk to these prospective students.

Mr. Smith brought up the problem of online courses offered by other institutions and whether they are recognized as traditional graduate courses. Some of these universities are offering degrees that may not be acceptable for further education at the Georgia Southern University level and may be required to take additional classes in order to be accepted into programs here.

Dean Chance announced the arrival of 14 very articulate international teachers from eight countries that arrived on January 24, 2007 and will be staying through June. These are high school teachers who are teaching high performing students in numerous academic areas with excellent English skills. She suggested that they be invited to attend classes and possibly speak at some classes according to the department’s discipline. She also stressed that this is a truly important recruiting tool to use to get some very high performing students into our programs.

2. GA Stipend – J. R. Diebolt

Dr. Diebolt distributed a survey summary of graduate assistantship stipends. He indicated that the College of Graduate Studies initiated the survey during summer 2006 and it was continued into fall 2006. The information was presented for information and the committee will have the opportunity to discuss the survey results at a later meeting.
III. CURRICULUM AMENDMENTS/PROGRAM PROPOSALS/PROGRAM ANNOUNCEMENTS

A motion was made by Dr. Carlson to discuss the following changes for the College of Education by section rather than taking it one at a time. The motion was seconded by Dr. Vogel.

COLLEGE OF EDUCATION

Department of Leadership, Technology and Human Development

a. Counselor Education
The motion for Course Revisions and Course Deletions was approved
i. Course Revisions
   1. COUN 7331 – change number to 7434
   2. COUN 7737 – change prerequisites
ii. Program Changes
   1. M.Ed. in Counselor Education
   2. Ed.S. in Counselor Education
Dr. Carlson briefly explained the Program Changes and the motion was approved.
iii. Course Deletions
   1. COUN 7838
   2. COUN 7999
   3. COUN 8531
   4. COUN 8532
   5. COUN 8534
   6. COUN 8539

b. Educational Leadership
   i. Program Change - M.Ed. in Educational Leadership
Dr. Carlson explained that this was for students who do not want certification in the state of Georgia. The motion was approved to accept the changes listed above.

c. Instructional Technology
   i. Program Changes
      1. M.Ed. Instructional Technology with certification
      2. M.Ed. Instructional Technology, non-certification
Dr. Carlson explained that these Program Changes were for students who want to complete their degree work completely online and is targeted for students who, due to their work schedule, cannot take classes during the week. The motion was approved to accept the changes listed above.

d. Endorsement Programs
   i. Endorsement Deletions
      1. Instructional Supervision Endorsement
      2. Director of Media Centers Endorsement
      3. Director of Pupil Personnel Services Endorsement
      4. Director of Special Education Endorsement
      5. Director of Vocational Education Endorsement
The motion was approved to accept the changes listed above.
e. Advisement for Non-Degree Programs and Endorsements

The motion was approved to accept the change listed above.

DEPARTMENT OF TEACHING AND LEARNING

A motion was made by Dr. Cook to discuss the following changes for the Department of Teaching and Learning section rather than one at a time. The motion was seconded by Dr. Vogel.

New Course
   i. ESED 7132 Framework for Teaching

Dr. Diebolt asked if this would impact the Program of Study Form and was told that it would only impact one track.

Course Changes
   ii. MSED 7131 – prefix, title, and catalog description (to ESED 7131)
   iii. MGED 8133 – subject, number, title, prereqs and catalog description (to ESED 7133)

Dr. Parrish explained that the ESED prefix was for all certification programs.

MAT Program Change

This is for the purpose of changing admission requirements.

Redesignation of four M.Ed Programs to become the M.Ed. in Teaching and Learning

Programs being redesignated:
1. M.Ed. in Secondary and P-12 Education
2. M.Ed. in Early Childhood Education
3. M.Ed. in Middle Grades Education
4. M.Ed. in Special Education

The motion for all items under Teaching and Learning was approved.

DEPARTMENT OF MATHEMATICAL SCIENCES

A motion was made by Dr. Lesaja to discuss the following changes for the Department of Mathematical Sciences section rather than one at a time. The motion was seconded by Dr. Ogloblin.

New Courses:
   i. MATH 5131G – Geometry for K-8 Teachers
   ii. STAT 7895 – Research

Course Revisions:
   i. MATH 5130G – Statistics and Geometry for K-8 Teachers (title, and catalog description change)
   ii. MATH 5135G – Calculus Concepts for K-8 Teachers (title, and catalog description change)
   iii. MATH 5136G - History of Mathematics (catalog description)

Course Deletions:
   i. MATH 5134G – Topics in Discrete Mathematics for K-8 Teachers
ii.  STAT 6131 – Biostatics
iii. STAT 7534 – Data Management for Biostatistics
iv.  STAT 7535 – Biopharmaceutical Statistics for Drug Development
v.   STAT 7537 – Statistical Issues in Drug R & D

A brief description of the changes was provided by Dr. Lesaja. The motion was approved to accept the changes listed above.

DEPARTMENT OF MECHANICAL & ELECTRICAL ENGINEERING TECHNOLOGY

A motion was made by Dr. Lesaja and seconded by Dr. Shepherd to review all the changes and vote after any discussion.

New Courses:
  i.  TSEC 5336G – Environmental Law
  ii. TSEC-5336 – Environmental Law

Dr. Cook questioned the use of the word “law” in the title but had no objection to leaving it there.

The motion was approved to accept the changes listed above.

SCHOOL OF ACCOUNTANCY

A motion was made by Dr. Cook and seconded by Dr. Shepherd to review the changes and vote after any discussion.

Course Revisions:
  i.  LSTD 6130 – Legal and Ethical Issues in Business (title)
  ii. LSTD 7130 – Legal Environment of Business (title)

Dr. Price explained that the changes are to the title only for clarification purposes.

Program Revision:
  i.  MBA and MACC
     ii. Title Change for LSTD 6130
         From Legal and Ethical Issues in Business
         To Legal Environment of Business

The motion was approved to accept the changes listed above.

Department of Psychology

A motion was made by Dr. Vogel and seconded by Dr. Lesaja to review the changes and vote after any discussion.

Course Deletions:
  i.  PSYC 7431 – Advanced Learning and Cognition
  ii. PSYC 5430G – Physiological Psychology
  iii. PSYC 5530G – History and Systems

Course Revisions:
  i.  PSYC 7730 – Practicum I
  ii. PSYC 7132 – Advanced Animal Learning
iii. PSYC 7231 – Intellectual Assessment
iv. PSYC 7232 – Foundations of Psychotherapy
v. PSYC 7233 – Ethics and Professional Issues
vi. PSYC 7234 – Personality Assessment
vii. PSYC 7235 – Group Psychotherapy
viii. PSYC 7236 – Neuropsychology
ix. PSYC 7237 – Psychotherapy Skills
x. PSYC 7238 – Child and Family Psychotherapy
xi. PSYC 7239 – Psychopathology
xii. PSYC 7333 – Psychotherapy Skills II
xiii. PSYC 7623 – Psychotherapy Skills III

New Courses:
i. PSYC 9731 – Rural Practicum
ii. PSYC 7335 – Assessment III
iii. PSYC 9999 – Dissertation
iv. PSYC 9235 – History and Systems of Psychology
v. PSYC 7330 – Multicultural Psychology
vi. PSYC 7732 – Practicum III
vii. PSYC 9735 – Practicum in Supervision
viii. PSYC 9331 – Psychopharmacology

Dr. John Murray explained that all the changes in courses are for the purpose of creating the new PsyD program approved by the Board of Regents in April of last year. There are currently two tracks to the Masters Program and the clinical track is being phased out and being replaced by the PsyD in clinical psychology. The general psychology track is remaining. The main point of adding and deleting these courses is to get accreditation from the American Psychological Association.

The motion was approved to accept all the changes listed above.

IV. Unfinished Business
V. New Business
VI. OTHER
VII. ANNOUNCEMENTS –

Dr. Diebolt reminded everyone that the deadline for agenda items for the February meeting were due today.

Dean Chance mentioned that they have had a good response to the search for a new Dean of the College of Graduate Studies and that they have several semi-finalists and are making reference calls now.

VII. ADJOURNMENT

There being no further business, the meeting was adjourned on January 25, 2007 at 10:20 AM.
Respectfully submitted,

Jeanne Coleman
Recording Secretary

GRADUATE COMMITTEE MEETING
Chair: Dr. Ming Fang He
(March 22, 2007; 9:00 AM; College of Graduate Studies)

Report from Graduate Committee Chair: Ming Fang He (COE)

The first portion of the meeting had been a half an hour discussion on Graduate Education Topic: GA Stipend. The committee had approved the curriculum/program amendments from Department of Leadership, Technology and Human Development and Department of Teaching and Learning of College of Education. Since there was no one at the meeting from College of Health and Human Sciences, a motion was made by Dr. MacKinnon and seconded by Dr. Vogel to table these items and request that someone from CHHS attend the next meeting to address these.

GRADUATE COMMITTEE MEETING
Chair: Dr. Ming Fang He

GRADUATE COMMITTEE MINUTES
March 22, 2007, 9:00 AM, College of Graduate Studies

Present: Dr. Ron MacKinnon, Dr. Robert Cook, Dr. Barry Balleck, Dr. Bill Yang, Dr. Ming Fang He, Dr. Delores Liston, Dr. Goran Lesaja, Dr. Xiezhang Li, Dr. Robert Vogel, Dr. Sonya Shepherd, Dr. Robert Fernekes, Dr. Cindi Chance, Dr. Saundra Nettles.

Others: Dr. John Parrish, Dr. Dick Diebolt, Ms. Dawn Lipker, Ms. Candace Griffith, Mr. Wayne Smith, Dr. Jennie Rakestraw, Dr. Randy Carlson.

Dr. He, Chair, called the meeting to order on March 22, 2007 at 9:00 AM.

I. Approval of Agenda

Dr. MacKinnon made the motion to approve the agenda. Dr. Shepherd seconded the motion. The motion was passed.

II. Approval of February 22, 2007 minutes. The minutes were approved electronically.

III. Graduate Education Discussion Topic – Graduate Student Stipends

With the Chair’s assent, Dr. Nettles began the discussion by stating that a budget request to increase the amount of the stipends has been submitted. There is also a proposal to add graduate assistantships, and assistantships are being reviewed in light of where we are going as a research institution. She mentioned that she would be interested in hearing the faculty’s
input on the process of allocations and what the assignments of Graduate Assistants are and should be.

Dr. Diebolt stated that currently the base graduate assistant stipend is $5,500 per year and that the College of Graduate Studies would like to see it increased by $1,500 per academic year; keeping in mind that students must pay for health insurance which is $810 per year.

Dr. Cook mentioned that he thought it important to have an exception appeal policy. Since everything we have been doing is new, sometimes we have a situation arise where a student wants to come but doesn’t necessarily meet all the parameters. Dr. Cook would like to see the rules be a justification for more resources for students instead of being a cause to exclude students. Secondly, he has found over the years that the waivers are a more important factor than the actual stipend and suggested that approval for more tuition waivers as an intermediate filler should be sought as a means to increase enrollment. Also he mentioned looking at stipends for online programs. Students couldn’t be teaching assistants but could potentially be research assistants. They wouldn’t necessarily have to be located on campus so they couldn’t take advantage of the health insurance or activity fees. If current university rules are to charge graduate students all of those things then we may need special rules for online students.

Dr. Nettles suggested we look up graduate assistant policies for students enrolled in online programs at other universities.

Dr. Diebolt mentioned that students would still have to be registered for the appropriate number of hours to qualify.

Dr. Cook suggested that if a certain amount of money is allocated to the departments, they could be more innovative about using funds instead of having a structure that applies to 100% of the university. And perhaps each department could compete for stipends according to a decision policy. If we can maximize our resources by giving tuition assistance above and beyond stipends then that would be something to look at.

Dr. Chance mentioned that some institutions give tuition waivers and then students are assigned to positions which they get paid according to the number of hours worked.

Dr. Lesaja indicated that a comprehensive analysis of policies and practices regarding graduate student funding be conducted by the College of Graduate Studies and that priority be given to finding ways to increase graduate assistant stipends and to obtaining tuition waivers to be competitive with comparable institutions. He further indicated that the College of Graduate Studies concentration on the analysis of policies and practices as the first priority.

Dr. Nettles noted that with regard to resources for graduate assistants there is already diversity in the source of stipends. We have “allocated” stipends that come from Academic Affairs and we also have “unallocated” stipends which come from a variety of sources. A future conversation would be how to increase the funding for graduate stipends. There are a lot of ways that we can start looking at external sources that would fund graduate stipends. We could write proposals to get graduate funding.

Dr Cook made a motion that the graduate school 1) pursue an identification of resources that could be made available to support graduate students at Georgia Southern University to include conversion of faculty positions, tuition waivers, teaching assistantships, research assistantships, and fellowships and 2) enumerate the current policies with respect to those resources and the administration’s policy with respect to request for resources.

Dr Parrish seconded the motion. The motion was passed.
Dr. Parrish suggested that the committee find out what the departments are currently doing with respect to identifying potential resources and to make a list of what we think all the resources of the university are, by category, and to make a specific request to the university for tuition waivers.

IV. COLLEGE OF EDUCATION

a. Department of Leadership, Technology and Human Development
   
a. Program Revision - M.Ed. in School Psychology

   A motion to approve the program revision was made by Dr. Liston and seconded by Dr. MacKinnon. The motion was passed.

b. Department of Teaching and Learning

   1. Advisement in Catalog for students interested in the M.A.T.

   A motion was made by Dr. Liston and seconded by Dr. MacKinnon to approve the Advisement in Catalog. The motion was passed.

   2. Course Revision

      i. ESED 5232G – number to 5235G and prerequisites

      A motion was made by Dr. Liston and seconded by Dr. MacKinnon to approve the Course Revision. The motion was passed.

   3. New Courses

      i. ECED 5799G – Student Teaching in Early Childhood Education
      ii. ESED 5799G – Student Teaching in P-12 Education
      iii. MGED 5799G – Student Teaching in Middle Grades Education
      iv. SCED 5799G – Student Teaching in Secondary Education
      v. SPED 5799G – Student Teaching in Special Education

      A motion was made by Dr. Liston and seconded by Dr. MacKinnon to approve the new courses. The motion was passed.

   4. Program Revision

      i. Master of Arts in Teaching

      Dr. Lesaja questioned what this was and Dr. Rakestraw explained that it was only for the middle and secondary tracks.

      A motion was made by Dr. Liston and seconded by Dr. MacKinnon to approve the program revision. The motion was passed.

V. COLLEGE OF HEALTH AND HUMAN SCIENCES

a. NURS 6811: Prerequisite and Catalog Description

b. NURS 6812: Prerequisite and Catalog Description
Since there was no one at the meeting from CHHS a motion was made by Dr. MacKinnon and seconded by Dr. Vogel to table these items and request that someone from CHHS attend the next meeting to address these.

Mr. Smith mentioned that the new catalog was ready to be published and that he would contact CHHS to be sure that he had all the information he needed to make appropriate changes to the new catalog.

VI. Unfinished Business

VII. New Business

VIII. Other

XI. Announcements

X. Adjournment

There being no further business, the meeting was adjourned at 10:10 a.m.

Respectfully submitted,
Jeanne Coleman
Recording Secretary

GRADUATE COMMITTEE MEETING
Chair: Dr. Ming Fang He

GRADUATE COMMITTEE MINUTES

April 26, 2007, 9:00 AM, College of Graduate Studies

Present: Dr. Diana Sturges, Dr. Mary Hadley, Dr. Kari Fitzmorris, Dr. Jim Bradford, Dr. John Parrish, Dr. Ron MacKinnon, Dr. Robert Cook, Dr. Bill Yang, Dr. Ming Fang He, Dr. Delores Liston, Dr. Goran Lesaja, Dr. Xiezhang Li, Dr. Robert Vogel, Dr. Sonya Shepherd, Dr. Saundra Nettles.

Others: Dr. Dick Diebolt, Mrs. Susan Davies, Ms. Candace Griffith

In the absence of Dr. He, Dr. Robert Cook asked that the meeting be called to order on April 26, 2007 at 9:00 AM.

Dr. Cook stated that since the minutes from the March Graduate Committee meeting were not approved in time to be placed on the April Faculty Senate Meeting, he was requesting that the Faculty Senate approve the minutes by electronic vote. The justification was that if the Graduate Committee were not approved through Faculty Senate, there would be action items that would not be considered by the Board of Regents in time. The Graduate Committee agreed that the request should be submitted to Faculty Senate.

Dr. Diebolt asked if it was also possible to request the same action for the April 26 Graduate Committee Meeting Minutes if the April 26 meeting minutes were submitted to the committee members and approved by electronic vote as quickly as possible.
V. Approval of Agenda

Upon the arrival of Dr. Ming Fang He, she asked for a motion to approve the agenda.

Dr. Ron MacKinnon suggested, and the committee agreed, that the amended agenda be sent to the Faculty Senate for an electronic vote and approval so that the items can be approved by the Board of Regents before fall semester.

Dr. Robert Cook made the motion to approve the agenda as amended. Dr. Ron MacKinnon seconded the motion. The motion was passed.

VI. Approval of March 22, 2007 minutes – The March minutes were approved electronically by the committee.

VII. Graduate Education Discussion Topic – Graduate Program Funding/On-line Programs

Prior to opening the Graduate Education Discussion Topic, Dr. Bob Cook stated that it was announced at the Faculty Senate Meeting that the new Graduate Dean, Dr. Timothy Mack, would come on board July 9. He stated that Dr. Mack is from Virginia Tech and will be a member of the Graduate Faculty in the Biology Department. The committee agreed to write a letter of appreciation to everyone involved in the search for the Dean of COGS with a copy of the letter going to each supervisor. Dr. Diebolt suggested that a letter of welcome be sent from the Graduate Committee to Dr. Mack. Everyone agreed that this would be a good idea. Dr. He will draft the letters.

To open the Graduate Education Discussion Topic on Graduate Program Funding/On-line Programs, Dr. Robert Cook asked what other online programs have been approved either before or after the online Coaching program that was recently approved.

Dr. Diebolt stated that in addition to the on-line Master of Science in Kinesiology with the Coaching study concentration, the Master of Education in Instructional Technology is to be offered online in addition to the Master of Business Administration (WebMBA) in addition to a number of graduate courses in different disciplines being offered online. He also stated that a number of Public Administration courses in the Master of Public Administration (MPA) program had been offered in the past. Dr. Diebolt added that there were already more than thirty (30) applicants admitted to the new online Coaching program.

Dr. He stated that she is very hesitant about having programs completely online. She added that she is afraid that the Federal Government may question the integrity of the courses that are offered online. If you offer so many online programs, how do you maintain the quality and the integrity of the program? We have to be cautious to not become placed in the same category of the University of Phoenix, etc.

Dr. Liston stated that she is a supporter of online programs. She is very familiar with the Ed.D - Modified Residency Program. She has noticed an undercutting of the campus based program in the past seven years (since the beginning of the online program). She stated that the on-campus program has not had enough students to continue teaching the courses in the traditional classroom. She also stated that one concern with the online-setting is that there is very little attendance at special lectures or presentations on-campus by the online students. Dr. Liston remarked that she feels that part of this is due to the fact that we have so many online students. Students are getting out of the habit of coming to campus and feels that the community scholarship is being cut. Although she supports putting more classes and programs online, she feels that we need to put some funding in place to support a community where people will
come….if not to campus, then a central location. She feels this is necessary in order to bring people together for exchange of ideas. She feels that you can deliver as quality of information online as you can in person. She stated that she feels that something has to happen institutionally to support this scholarly exchange of ideas.

Dr. Cook said that the Marketing Department is beginning a 2-3 month experiment on second life at GSU. It is an artificial world with its own economy and with millions of people. For a certain price per month, you can buy an island and populate it with anything interactive (ex: chat, movies, pictures, slide shows). He stated that he agreed with Dr. Liston that having a campus experience for online students is very important so that universities do not lose their identity and potential future. He said that no one has yet figured out how to do this and thinks that if GSU can do this, it will create a campus of virtual presence that can make our academic programs very attractive to people.

Dr. Lasala added that he feels that personal contact is irreplaceable and the core for quality education. He stated that he believes that the online students should be required to meet with other students on campus or a central location several times per semester.

Dr. Hadley stated that England has effective online education that began in the 1960’s geared toward non-traditional students. She said that her son takes a master’s course online and one on-campus. She stated that she is not so concerned about personal contact because personal contact happens online in chat rooms. She further remarked that she thinks that the major concern may be face-to-face contact. She feels that we have to look at the students and their needs when we consider online degrees because many of them are geographically not in the area and cannot make campus visits. Some have full-time jobs and other commitments and cannot come. One of the ways around this is having face-to-face contact is to offer a study abroad for a two week period perhaps. We have to look at who our audience is before we create the online program and decide how we can accommodate them. She does not feel that online classes are any less effective than the traditional classroom setting.

Dr. Liston said that in general she agrees with Dr. Hadley. She stated that she has taught online classes for a while and she believes that she can create just as effective, if not more effective, scholarly interaction with students because they cannot hide behind someone else in discussion.

Dr. Nettles added that implications of our new Carnegie classification for research should be commended. In our new classification, there is at least one online university, Walden University. They have an extensive menu of doctoral programs.

Dr. Sonya Sheppard added that she does a lot of graduate training and she cannot teach some of the resources online or via telephone or email. It would be helpful to her and the students if they could come to campus for this training. She also included that there are some government documents that GSU students have access to; however, they are not available online.

Dr. Nettles stated that COGS introduced an online orientation this year as well as a Spring Orientation. The attendance at the Spring Orientation was 27 students. For March alone, there were in excess of 400 visitors to the online Orientation link.

Dr. MacKinnon added that this is a specialization of Dr. Mack and he feels that Dr. Mack could advise the committee greatly on this topic.

Dr. Lasala stated that he feels that there are some areas that are more suitable for the online environment than others. For example, Biology with a lab would be a very difficult course to conduct online.
Dr. He concluded the discussion by saying that she likes online courses, but feels like something very important is missing. She agreed with Dr. MacKinnon that we need to get advice from Dr. Mack.

It was agreed that the COGS Vision Update would be the Graduate Discussion Topic for the next Graduate Committee meeting.

VIII. COLLEGE OF EDUCATION

c. Department of Curriculum, Foundations and Reading

a. Graduate Retention Policy for all Graduate Educator Preparation Programs

A motion to approve the policy was made by Dr. Delores Liston and seconded by Dr. Ron MacKinnon. The motion was passed.

b. Program Revisions:

   i. Ed.D. in Curriculum Studies

   A motion to approve the program revision was made by Dr. Delores Liston and seconded by Dr. Ron MacKinnon. The motion was passed.

   ii. M.Ed. in Reading Education

   A motion to approve the program revision was made by Dr. Delores Liston and seconded by Dr. Ron MacKinnon. The motion was passed.

d. Department of Teaching and Learning

2. Program Revisions:

   i. M.Ed. in Teaching and Learning

   A motion to approve the program revision was made by Dr. Delores Liston and seconded by Dr. Ron MacKinnon. The motion was passed.

   ii. ESOL Endorsement

   A motion was made by Dr. Delores Liston and seconded by Dr. Ron MacKinnon to approve the program revision. The motion was passed.

2. Program Deletion

   i. M.Ed. in French Education

   A motion was made by Delores Liston and seconded by Dr. Ron MacKinnon to approve the Program Deletion. The motion was passed.

V. COLLEGE OF SCIENCE AND TECHNOLOGY

a. Department of Mathematical Sciences

   1. New Course Proposal:
i. MATH 5431G – Combinatorics and Graph Theory

A motion was made by Dr. Goran Lasaja and seconded by Dr. Xiezhang Li to approve the New Course. The motion was passed.

VI. Unfinished Business

VII. New Business

VIII. Other

XI. Announcements

Susan Davies announced that Dawn Lipker will be giving the final Community Session on Graduate Information for the spring semester on May 8, 2007. The session will be held in the Henderson Library at 6:30 PM. Dr. Ron MacKinnon recommended that Dawn send out the information to the members of the Graduate Committee electronically. Dr. Ming Fang He suggested that it would be a good idea for Dawn to correlate one of these sessions with the International Coffee Hour in order to educate the international members of the community as well.

X. Adjournment

There being no further business, the meeting was adjourned at 9:50 AM.

Respectfully submitted,

Belinda Lucas
Recording Secretary

Graduate Committee Members approved minutes by email vote: 5/10/2007
No negative votes were received.

GRADUATE COMMITTEE MEETING
Chair: Dr. Ming Fang He

GRADUATE COMMITTEE MINUTES

May 24, 2007, 9:00 AM, College of Graduate Studies

Present: Dr. Ron MacKinnon, Dr. Mary Hadley, Dr. Constantin Ogloblin, Dr. Bill Yang, Dr. Ming Fang He, Dr. Goran Lasaja, Dr. Robert Vogel, Dr. Cindi Chance, Dr. Donna Hodnicki, Dr. John Parrish, Dr. Fayth Parks, Dr. Sonya Shepherd, Dr. Saundra Nettles, Dr. Xiezhang Li

Others: Dr. Dick Diebolt, Ms. Candace Griffith, Mr. Wayne Smith, Mrs. Dawn Lipker, Dr. Ron Shiffler, Dr. Curtis Ricker, Dr. Glen Riecken, Dr. Stephen Vives, Dr. Charles Hardy, Dr. Jean Bartels

Dr. He called the meeting to order on May 24, 2007 at 9:00 AM.
IX. Approval of Agenda

Dr. Robert Vogel made a motion to amend the agenda to move Item III (Graduate Discussion Topic) to the end of the agenda and to move Item VI (College of Liberal Arts and Social Sciences), Item VII (Jiann-Ping Hsu College of Public Health), and Item IX (Allen E. Paulson College of Science and Technology) to the beginning of Agenda. Ron MacKinnon seconded the motion. The motion was passed to approve the agenda as amended.

X. Approval of April 26, 2007 minutes.

The minutes from the April 26, 2007 meeting were approved by Committee electronic vote prior to the May 24 meeting.

XI. COLLEGE OF LIBERAL ARTS AND SOCIAL SCIENCES

a. Department of Writing and Linguistics
   1. Selected Topics Announcement:
      i. WRIT 5030G – Psychology, Arts, and Artists

b. Department of Psychology
   1. Selected Topics Announcement:
      i. PSYC 5030G – Psychology, Arts, and Artists

c. Department of Music
   1. Course Deletions:
      i. MUSC 7531 – Advanced Electronic-Digital Music
      ii. MUSC 7532 – Producing Music with Technology

A motion to approve the Course Deletions was made by Dr. Ron MacKinnon and seconded by Dr. Constantin Ogloblin. The motion was passed.

   2. New Course Proposals:
      i. MUSC 5530G – Digital Audio Montage
      ii. MUSC 5531G – Advanced MIDI Sequencing
      iii. MUSC 7534 – Interactive Media

A motion to approve the New Course Proposals was made by Dr. Ron MacKinnon and seconded by Dr. Constantin Ogloblin. The motion was passed.

   3. Course Revision:
      i. MUSC 7533 – Sound Design and Processing – Prerequisite, Catalog Description

A motion to approve the Course Revision was made by Dr. Ron MacKinnon and seconded by Dr. Constantin Ogloblin. The motion was passed.

   4. Program Revision:
i. MM Music Technology

A motion was made by Dr. Ron MacKinnon to approve the Program Revision. Dr. Constantin Ogloblin seconded the motion. The motion was passed.

XII. JIANN-PING HSU COLLEGE OF PUBLIC HEALTH

1. Course Revisions:

   i. PHLD 9130 – Health Services Research Methods – Title
   ii. PHLD 9131 – Foundations and Strategies for Health Organization Leadership – Title
   iii. PHLD 9233 – Enterprise Resource Planning and Management in Health Organizations – Title
   iv. PHLD 9331 – Seminar in Health Services Policy, Regulation, Ethics, and Advocacy – Title
   v. PHLD 9333 – Strategic and Contingency Planning – Title

A motion was made by Dr. Robert Vogel to approve the Course Revisions. Dr. Ron MacKinnon seconded the motion. The motion was passed.

2. Program Revision:

   i. Dr.P.H. Public Health Leadership

A motion was made by Dr. Robert Vogel to approve the Program Revision. Dr. Ron MacKinnon seconded the motion. The motion was passed.

XIII. ALLEN E. PAULSON COLLEGE OF SCIENCE AND TECHNOLOGY

a. Department of Biology

1. Course Revision:

   i. BIOL 5099G – Selected Topics – Prerequisite
   ii. BIOL 5130G – Biology of Cell Membranes – Prerequisite
   iii. BIOL 5132G – Molecular Genetics – Prerequisite
   iv. BIOL 5140G – Bacteriology - Prerequisite
   v. BIOL 5142G - Molecular Biotechniques - Prerequisite
   vi. BIOL 5144G - Advanced Cell Biology - Prerequisite
   vii. BIOL 5146G - Developmental Biology - Prerequisite
   viii. BIOL 5148G - Human Genetics - Prerequisite
   ix. BIOL 5210G - Comp. Animal Physiology Lab - Prerequisite
   x. BIOL 5230G - Comparative Animal Physiology - Prerequisite
   xi. BIOL 5233G - Biology of Aging - Prerequisite
   xii. BIOL 5235G - Fish Physiology and Behavior - Prerequisite
   xiii. BIOL 5237G - Physiological Ecology - Prerequisite
   xiv. BIOL 5239G – Neurobiology - Prerequisite
   xv. BIOL 5240G – Histology - Prerequisite
   xvi. BIOL 5241G – Comparative Vertebrate Anatomy - Prerequisite
   xvii. BIOL 5243G – Toxicology - Prerequisite
   xviii. BIOL 5244G - Insect Physiology - Prerequisite
   xix. BIOL 5245G - Ethophysiology of Insects - Prerequisite
   xx. BIOL 5246G - Human Pathophysiology – Prerequisite
   xxi. BIOL 5247G – Endocrinology – Prerequisite
xxii. BIOL 5248G – Immunology - Prerequisite
xxiii. BIOL 5333G - Emerging Diseases - Prerequisite
xxiv. BIOL 5340G - Plant Pathology - Prerequisite
xxv. BIOL 5341G – Parasitology - Prerequisite
xxvi. BIOL 5343G - Medical-Veterinary Entomology - Prerequisite
xxvii. BIOL 5345G - Systematic Biology - Prerequisite
xxviii. BIOL 5430G - Math Models/Population Ecology I - Prerequisite
xxix. BIOL 5431G – Virology - Prerequisite
xxx. BIOL 5440G – Protozoology - Prerequisite
xxx. BIOL 5441G – Mycology - Prerequisite
xxxii. BIOL 5442G – Entomology - Prerequisite
xxxiii. BIOL 5444G – Ichthyology - Prerequisite
xxxiv. BIOL 5445G – Herpetology - Prerequisite
xxv. BIOL 5446G – Ornithology - Prerequisite
xxxvi. BIOL 5447G – Advanced Ornithology - Prerequisite
xxxvii. BIOL 5448G – Mammalogy - Prerequisite
xxxviii. BIOL 5449G - Vertebrate Paleobiology - Prerequisite
xxxix. BIOL 5530G – Wildlife Management - Prerequisite
x. BIOL 5532G – Evolution - Prerequisite
xii. BIOL 5533G - Evolutionary Ecology - Prerequisite
xiii. BIOL 5535G – Sex and Evolution - Prerequisite
xlii. BIOL 5537G – Biogeography - Prerequisite
xliii. BIOL 5539G – Biological Macrophotography - Prerequisite
xiv. BIOL 5540G - Advanced Ecology - Prerequisite
xlv. BIOL 5541G - Tropical Marine Biology - Prerequisite
xlvii. BIOL 5542G - Aquatic Ecology - Prerequisite
xlviii. BIOL 5543G – Advanced Field Ecology - Prerequisite
xl. BIOL 5544G – Population Ecology - Prerequisite
l. BIOL 5545G - The Biology of Plants - Prerequisite
li. BIOL 5546G - Plant Evolutionary Ecology - Prerequisite
lii. BIOL 5547G – Marine Ecology - Prerequisite
liii. BIOL 5548G – Conservation Biology - Prerequisite
liv. BIOL 5645G – Behavioral Ecology - Prerequisite

A motion was made by Dr. Goran Lasaja to approve the Course Revisions. Dr. Xiezhang Li seconded the motion. The motion was passed.

2. Selected Topics Announcement:

   i. BIOL 5099G – Insect Ecology

XIV. COLLEGE OF EDUCATION

e. Department of Leadership, Technology and Human Development

   a. Course Revision:

      i. COUN 7434 – Fundamentals of School Counseling and Ethics – Title

      A motion to approve the Course Revision was made by Dr. Sonya Shepherd and seconded by Dr. Mary Hadley. The motion was passed.

   b. New Course Proposal:

      i. COUN 7234 – Counseling Assessment, Diagnosis and Intervention
A motion to approve the New Course Proposal was made by Dr. Sonya Shepherd and seconded by Dr. Mary Hadley. The motion was passed.

c. Program Revision:

   i. M.Ed. Counselor Education, Track 2

   A motion to approve the as Amended Program Revision (Change the term: Track to Concentration) was made by Dr. Sonya Shepherd and seconded by Dr. Mary Hadley. The motion was passed.

f. Department of Teaching and Learning

3. Program Deletions:

   iii. M.Ed. in Art Education

   A motion to approve the Program Deletion was made by Dr. Sonya Shepherd and seconded by Dr. Mary Hadley. The motion was passed.

   iv. M.Ed. in Health & Physical Education

   A motion to approve the Program Deletion was made by Dr. Sonya Shepherd and seconded by Dr. Mary Hadley. The motion was passed.

   v. M.Ed. in Political Science

   A motion to approve the Program Deletion was made by Dr. Sonya Shepherd and seconded by Dr. Mary Hadley. The motion was passed.

4. Program Revision:

   i. Early Childhood Math Endorsement

   A motion was made by Dr. Sonya Shepherd to approve the Program Revision. Dr. Mary Hadley seconded the motion. The motion was passed.

5. Selected Topics Announcements:

   i. ESED 7090 – Standards-based Physical Science for High School Teachers

   ii. ESED 7090 – Engineering Pathway Workshop for ET Teachers in Georgia

XV. COLLEGE OF HEALTH AND HUMAN SCIENCES

2. New Program Proposal:

   ii. Preliminary Doctor of Nursing Practice

   iii. Formal Doctor of Nursing Practice

   A motion was made by Dr. Donna Hodnicki and seconded by Dr. Ron MacKinnon to approve the New Program Proposal as amended (Include in proposal that enrollment must be continuous during Practicum). The motion was passed.
3. New Course Proposals:
   a. NURS 9126 – Biomedical Ethics in Practice and Leadership
   b. NURS 9131 – Biometrics for Advanced Practice Nursing
   c. NURS 9132 – Leadership & Management in Practice Transition
   d. NURS 9133 – Applied Evidence-based Practice
   e. NURS 9134 – Health Care Financing & Policy Management
   f. NURS 9135 – Outcomes Management Strategies for Improved Health Care
   g. NURS 9136 – Population Focused Collaborative Initiative
   h. NURS 9730 – DNP Capstone Practicum
   i. NURS 9921 – DNP Clinical Immersion Project I: Development
   j. NURS 9922 – DNP Clinical Immersion Project II: Implementation
   k. NURS 9923 – DNP Clinical Immersion Project III: Outcomes Analysis & Dissemination
   
   A motion was made by Dr. Donna Hodnicki and seconded by Dr. Ron MacKinnon to approve the New Course Proposals. The motion was passed.

4. Course Revisions:
   a. NURS 7331 – WHNP II – Prerequisite
   b. NURS 7341 – WHNP III – Prerequisite, Corequisite
   c. NURS 7243 – Primary Care III: Adult – Corequisite
   
   A motion was made by Dr. Donna Hodnicki and seconded by Dr. Ron MacKinnon to approve the Course Revisions. The motion was passed.

XVI. COLLEGE OF BUSINESS ADMINISTRATION

1. New Program Proposal:
   i. D.B.A. Logistics/Supply Chain Management
   
   A motion was made by Dr. Bill Yang and seconded by Dr. Ron MacKinnon to approve the New Program. The motion was passed.

2. New Course Proposals:
   i. DSCI 7439 – Business Research Methods
   ii. DSCI 7539 – Applied Multivariate Methods for Business Research
   iii. DSCI 7639 – Qualitative Research Methods in Business
   iv. FINC 7334 – Corporate Financial Theory
   v. LOGT 9131 – Introduction to Logistics and Transportation
   vi. LOGT 9632 – Logistics and Transportation Modeling
   vii. LOGT 9633 – Logistics Literature and Research Criticism
   viii. LOGT 9634 – Current Supply Chain Thought
   ix. LOGT 9737 – Logistics and Transportation Teaching Practicum
   x. LOGT 9999 – Dissertation
   xi. MKTG 9631 – Procurement and Sourcing Strategy
   xii. MKTG 9631 – Seminar in Marketing Theory
   
   A motion to approve the New Course Proposals was made by Dr. Robert Vogel and seconded by Dr. Ron MacKinnon. The motion was passed.
XVII. Graduate Education Discussion Topic – Update on 2006-2007 COGS Vision

Dr. Nettles gave an update on the 2006-2007 COGS Vision as outlined in the following analysis of unit accomplishments. She added that the COGS objectives were integrated from the University goals.

**GOAL 1: Contribute to the implementation of the Graduate Education RPG Plan: AY 2006-2007**

- Increase applicant pool by 50% for Fall 2007. The target number will be 1162 applications for Fall 2007, an increase of 387 over the Fall 2006 number of 775. **Status as of 4/25/07: 585 applicants. See also Objective 1 below.**
- Develop recruitment plans with graduate program coordinators. **See Objectives 1 and 2 below.**
- Increase timeliness of acceptance decisions. The expected turn-around time will be two weeks. **See Objective 3 below.**
- Increase continuous enrollment of students. **See Objective 3 below.**
- Enhance conversion ratio for graduate students by 2% for Fall 2007. The percentage will increase from 68% in Fall 2006 to 70% in Fall 2007. **Status as of 4/25/07: 35% (Enrolled/Regular/Provisional Decisions).**
- Enhance course delivery methods.

**Program Outcome.** COGS will collaborate with academic departments, colleges, and the Office of Admissions in the recruitment and retention of students into all degree and post-baccalaureate programs.

**Objective 1: Provide recruitment support to Graduate Program Directors.** The following activities were accomplished:

- Provided information packets at the Fall Graduate Directors’ meeting (August 2006).
- Conducted and evaluated Fall and Spring New Graduate Student Orientations.
- Updated Gradschool.com entries for all graduate programs (August – September 2006).
- Dean participated in 2 graduate fairs, yielding 15% of total prospects entered into the Fall 2007 data base (October 2006).
- Hosted a recruitment planning meeting for the Graduate Program Directors (October 2006).
- Provided material resources for recruitment activities, including feedback on electronic brochure, car and gas for graduate recruiter, attractive give-away items (ongoing).
- Collaborated in hosting, planning, and participating in the HBCU Visit (February 2007) and Graduate Open House and Assistantship Interview Day (March 2007).
- Worked with Office of Admissions to improve responses to applicants.

**Objective 2: Improve the effectiveness and design of the COGS website.**

- Updated web page content on routine basis to ensure information currency.
- Developed a print version of a Graduate Student Handbook (August 2006) and prepared downloadable version (January 2007).
- Developed and launched the first version of an online orientation (December 2006).
- Completed the design and initial implementation of a new website (March 2007).

**Objective 3: Contribute to the development of an enrollment management model for graduate programs.**
COGS developed report for distribution to Graduate Committee showing graduate applications received by month of application form.

In Spring 2007, COGS resumed the distribution of the Admissions/Enrollment Report with Readmits, by program, to Deans, Department Chairs, and Program Directors.

COGS sent reminders to register to newly admitted students and to currently enrolled students eligible to register for Fall 2007.

COGS developed the following reports: Instructional Delivery Plan for Graduate Programs; Fall 2006 Program Fact Sheets; Graduate RPG progress report.


Program Outcome. COGS will recommend appropriate work assignments and competitive stipends for GAs.

Objective 1: Conduct a regular assessment of GA stipends, using peer and aspirational institutions.

- Completed survey of graduate assistant stipends at peer and aspirational universities and at selected universities in new Carnegie classification
- Developed proposal for increased stipends for graduate assistants
- Participated in planning of GA Web Form

Objective 2: Conduct regular reviews of roles and responsibilities of Graduate Assistants.

- COGS prepared Spring 2007 listing of graduate assistants with degrees sought and assignments

Student Learning Outcome 1: Graduate Assistants will demonstrate workplace competence (e.g., planning, programming, organizing, leadership, human relations, operating effectiveness, personal characteristics).

Objective. Increase the rate of return of evaluations from departments.

- To be evaluated at end of Spring 2007

GOAL 3: Contribute to the pursuit of leading-edge research, scholarly inquiry, and creative endeavors by Georgia Southern faculty and students (Office of Research Services and Sponsored Programs, COGS Student Services).

Program Outcome 1: Create and maintain effective processes to insure campus-wide compliance.

- The Office of Research Services and Sponsored Programs continued routine operations within the College of Graduate Studies during Fall 2006

Program Outcome 2. Create and maintain research and sponsored program operational structures.

- A major undertaking was continued evaluation of IT Works (with the collaboration of the Chief Information Officer and the Interim COGS Dean)

Program Outcome 3: Create and maintain a campus culture that supports and rewards grant activity and generates revenue used to enhance the learning environment.
Program Outcome 4: Facilitate the connection of graduate students to opportunities for professional development and engagement with community.

- Increased number of travel and research grants was awarded to COGS students
- The number of poster presentations for Scholarship Day increased from 30 to 37

Student Learning Outcome 1: COGS students will demonstrate skill in dissemination and presentation of scholarly products in appropriate venues.

- To be evaluated at end of Spring 2007

Student Learning Outcome 2: COGS students will demonstrate the value of professional development opportunities for travel and research provided by COGS.

- To be evaluated at end of Spring 2007

Dr. Chance was concerned that the applicant rate is substantially below the target rate. It was also reiterated that the target rate for Graduate enrollment was set to 50% because total University enrollment was targeted to increase by 20% by the year 2010. So in order to reach the University’s goal, Graduate enrollment must increase rapidly. Dr. Chance asked about the new student enrollment for fall. Dr. Nettles stated that new student enrollment was up from last fall, however, the final increase will depend on adjustments made after drop/add and cancellations have occurred this fall.

Dr. Chance announced that the AMI (American Marine Institute) Group will be back on campus the second half of fall semester. The company is a non-profit organization that organizes and runs schools for children who cannot be successful in public school (ie: Savannah River Project). A contract with the company is almost completed. AMI is going to pay for the Administrators of these schools to attend Georgia Southern to receive their Master’s degree. Also, two full-time online programs (IT program and Teaching & Learning with emphasis in Instructional Improvement), which have been initiated by the Chancellor’s Office, will begin in the spring. The Chancellor’s Office will loan money to the College to fund the program and then once revenue is received from the program enrollment, the money will be paid back. Each semester, new cohort will be added, so enrollment is expected to increase rapidly. Each cohort will consist of at least 20 students, but no more than 30.

XVIII. Unfinished Business

XIX. New Business – Dr. Diebolt distributed a proposed meeting schedule for 2007-2008 the Graduate Committee. It was confirmed that all Graduate Committee meeting dates are scheduled to occur before the Senate meetings. Dr. Chance will verify that ITEC meetings are aligned with the proposed schedule as well. This will be done before voting upon the final schedule. Dr. Nettles expressed her thanks to Dr. Diebolt for all of his support during this year. She also thanked Melanie Reddick and Belinda Lucas for their hard work this year. Wayne Smith announced that the Course Revisions submitted from the Biology Department will not be
published in the new catalog. Dr. MacKinnon suggested that the COGS website reflect recent changes that may not have made the current catalog.

XII. Other – Dr. He stated that she sent a letter to the each person who served on the Search Committee for the Dean of the College of Graduate Studies thanking each member for their outstanding service during the search. Dr. Hadley stated that her P.O. Box (8026) needs to be added to the Graduate Committee List of Members. It was suggested that she contact Ginger Malphrus in the President’s Office for assistance. Dr. He thanked all those outgoing and remaining members for their contributions to the advancement of graduate studies at Georgia Southern University. She will write a letter of thanks to each outgoing member. Belinda suggested after the meeting that it would be nice if we printed certificates for the outgoing members.

XIII. Announcements

XIV. Adjournment

There being no further business, the meeting was adjourned at 10:05 AM. Dr. Hadley made the motion. The motion was seconded by Dr. Hodnicki. The motion was approved.

Respectfully submitted,
Belinda Lucas
Recording Secretary

Graduate Committee Members approved minutes by email: 6/5/2007
No negative votes were received.

LIBRARY COMMITTEE
Chair: Sonya Shepherd, LIB

No Report

SENATE ELECTIONS COMMITTEE
Chair: Charles Skewis, LIB

No Report

UNDERGRADUATE COMMITTEE
Chair: Donna Saye.
Science & Technology, Room 2120

I. CALL TO ORDER

Present: Dr. Alison Scott, Dr. Cheryl Aasheim, Dr. Donna Saye, Dr. Kymberly Harris, Dr. Leslee Higgins, Dr. Marian Tabi, Dr. Mary Marwitz, Dr. Michael Moore, Dr. Michael Reksulak, Dr. Rebecca Ziegler, Dr. Reed Smith, Dr. Sonya Shepherd, Dr. Stuart Tedders, Ms. Caroline James, Ms. Ann Montalvo

Visitors: Dr. Aimao Zhang, Ms. Candace Griffith, Dr. Olivia Carr Edenfield, Dr. Shahnam Navaee, Dr. Stephanie Kenney, Mr. Wayne Smith, Dr. Virginia Richards

Dr. Donna Saye called the meeting to order at 3:17 p.m.

II. APPROVAL OF AGENDA

A Marwitz/Smith motion to approve the agenda was passed unanimously.

III. COLLEGE OF INFORMATION TECHNOLOGY

Dr. Aimao Zhang presented the following agenda items for the College of Information Technology.

New or Revised Program(s)

Electronic Broadcast Media Second Discipline

JUSTIFICATION:
Reduction in number of hours of required courses from 21 to 18 hours in second discipline concentrations to allow for additional requirement of IT internship (IT 4790) for 3 hours credit in the Information Technology program. Currently IT 4790 is required for no credit.

German Second Discipline

JUSTIFICATION:
Reduction in number of hours of required courses from 21 to 18 hours in second discipline concentrations to allow for additional requirement of IT internship (IT 4790) for 3 hours credit in the Information Technology program. Currently IT 4790 is required for no credit.

A Higgins/Shepherd motion to approve these program revisions was passed unanimously.

IV. COLLEGE OF EDUCATION

Dr. Michael Moore presented the following agenda items for the College of Education.

Department of Curriculum, Foundations, and Reading

Course Revision(s)

FROM: READ 4131 - The Teaching of Reading
Prerequisite: A minimum grade of “C” in EDUF 3235 and READ 2230.

TO: READ 4131 - The Teaching of Reading
Prerequisite: A minimum grade of “C” in READ 3235 and READ 2230.

JUSTIFICATION:
Since the subject prefix for EDUF 3235 has previously been changed to READ (approved by Undergraduate Committee on 3/28/06), this proposal is to update one of the two READ 4131 course prerequisites. This proposal changes the prerequisite EDUF 3235 to become READ 3235.

_A Moore/Smith motion to approve this course revision was passed unanimously._

V. COLLEGE OF BUSINESS ADMINISTRATION

_Dr. Leslee Higgins presented the following agenda items for the College of Business Administration._

**Course Revision(s)**

FROM: **BUSA 3231 - Financial Survival Skills**

An overview of the issues relating to managing your finances throughout your life. Attention will be given to career planning, budgeting, real estate purchases, saving for retirement and risk management with insurance. Prerequisite: 60 hours.

TO: **BUSA 1131 - Financial Survival Skills**

An overview of the issues relating to managing your finances throughout your life. Attention will be given to career planning, budgeting, credit cards, loans, lease vs. purchase for automobiles and housing, saving for retirement and risk management with insurance. Prerequisite: A minimum grade of “C” in READ 3235 and READ 2230.

**JUSTIFICATION:**

Course should be renumbered and have prerequisites removed to make it available to freshmen and sophomore students, regardless of declared major. Effective budgeting and proper credit card use needs to be learned early in a college career, before too many mistakes are made.

_A Higgins/Aasheim motion to approve this course revision was passed unanimously._

VI. COLLEGE OF HEALTH AND HUMAN SCIENCES

_Dr. Virginia Richards presented the following agenda items for the College of Health and Human Sciences._

**Course Revision(s)**

FROM: **SMGT 3236 - International Sport Management**

Prerequisites: A minimum grade of “C” ACCT 2030, COMM 2332, ECON 2105, STAT 2231, RECR 2330, SMGT 2130, and SMGT 2230.

TO: **SMGT 3236 - International Sport Management**

Prerequisites: A minimum grade of “C” ACCT 2030, ECON 2105, STAT 2231, SMGT 2130, SMGT 2230, and either RECR 2330 or CISM 1120 and CISM 1110.

**JUSTIFICATION:**

New prerequisites for all courses done 2 years ago. This course was missed. Clean up.

FROM: **FACS 4138 - Professional Development**

Prerequisite: Should be taken 1-2 semesters before CHFD 4790.

TO: **FACS 4138 - Professional Development**

Prerequisites: A minimum grade of “C” in CHFD 2134 and CHFD 2135. Should be taken 1-2 semesters before CHFD 4790.

**JUSTIFICATION:**

Students will be better prepared to participate in and learn from the class.

_NOTE:_ Dr. Michael Moore suggested a revision to the justification which will now read “Students will better understand material because the prerequisites were added.”
FROM:  FMAD 3231 - Fashion Fundamentals  
Prerequisite: FMAD 1234, FMAD 2230, or BUSA 2106.
TO:  FMAD 3231 - Fashion Fundamentals  
Prerequisite: FMAD 1234, FMAD 2230, or LSTD 2106.
JUSTIFICATION:  
Business course changed its prefix.

FROM:  NTFS 4538 - Medical Nutrition Therapy  
Investigates the role and benefits of nutritional support and therapy in the metabolic and pathophysiological changes associated with disease in humans. Teaches the application and documentation of the nutritional care process to the needs of patients. Prerequisite: NTFS 4536.
TO:  NTFS 4538 - Medical Nutrition Therapy II  
Investigates the role and benefits of nutritional support and therapy in the metabolic and pathophysiological changes associated with disease in humans. Teaches the application and documentation of the nutritional care process to the needs of patients. Emphasis is placed upon sepsis, burns, trauma, cancer, immune and neurological disorders, hypertension, anemia, pulmonary, bone, and renal diseases, soft tissue disorders and diseases as well as adaptive feeding techniques and specialized equipment, parenteral and enteral nutrition, and complementary/alternative nutrition and herbal therapies. Prerequisite: NTFS 4534.
JUSTIFICATION:  
To adequately discuss nutrition therapy topics, content from the current NTFS 4538 (Medical Nutrition Therapy) will be divided into two sequential courses, with this revised course (NTFS 4538: Medical Nutrition Therapy II) serving as the second course. This change was recommended by accreditation reviewers.

A Reksulak/Tedders motion to approve these course revisions was passed unanimously.

New Course(s)
FACS 4032 - Ethics in Family and Consumer Sciences  
This course is an applied introduction to ethical practice in family science professions. The course will focus on ethical codes applicable to family science occupations including but not limited to the ethical codes for child care workers, family life educators, child life specialists, social workers, and therapists. Key concepts pertaining to all ethical codes will be explored. Case study analyses will broaden the students’ understanding of ethical issues and how to resolve ethical dilemmas in practice. Prerequisite: A minimum grade of “C” in CHFD 2135 or permission of instructor. 3 credit hours.

JUSTIFICATION:  
Course has been taught as a selected topics for three summers. It is an excellent guided elective for CHFD majors.

A Tabi/Reksulak motion to approve this new course was passed unanimously.

FACS 4131 - Introduction to Marriage and Family Therapy  
The student will acquire a basic knowledge regarding the concepts that represent family systems theory and understand the range and types of therapeutic interventions that are common to family therapy approaches. Students will learn about the history, theories, models, ethics and legal considerations associated with the discipline. Prerequisite: A minimum grade of “C” in CHFD 2135 or permission of instructor. 3 credit hours.
JUSTIFICATION:
Elective for the Child and Family Development major.

A Aasheim/Reksulak motion to approve this new course was passed unanimously.

NTFS 4534 - Medical Nutrition Therapy I
Investigates the role and benefits of nutritional support and therapy in the metabolic and pathophysiological changes associated with disease in humans. Teaches the application and documentation of the nutritional care process to the needs of patients. Emphasis is placed upon energy in-balance, drug nutrient interactions, metabolic disorders, and gastrointestinal, hepato-biliary, endocrine, and cardiovascular diseases. Prerequisite: NTFS 4536. 3 credit hours.

JUSTIFICATION:
Medical Nutrition Therapy I is required for majors in the Nutrition and Food Science undergraduate program to ensure that students are adequately obtaining all Didactic Program in Dietetics Foundation Knowledge and Skills Competencies as dictated by the program’s accrediting body (Commission on Accreditation for Dietetics Education with the American Dietetic Association).

A Smith/Aasheim motion to approve this new course was passed unanimously.

NTFS 4610 - Nutrition and Food Science Senior Seminar
Provides nutrition and food science seniors with a colloquium in which to prepare and deliver presentations in trends and issues in the profession of dietetics in a seminar forum. The course also includes the process of applications for dietetic internships and/or employment opportunities. Resume writing, portfolio review and interviewing skills will be discussed. Prerequisites: NTFS 2514 and NTFS 4536. 1 credit hour.

JUSTIFICATION:
Nutrition and Food Science Senior Seminar is required for Nutrition and Food Science majors to ensure that students are meeting Foundation Knowledge and Skills Competencies established as requirements by the Commission on Accreditation for Dietetics Education.

A Reksulak/Higgins motion to approve this new course was passed unanimously.

KINS 1090 - Selected Topics in Physical Activity
Provides an introduction to alternative physical activity courses. 1 credit hour.

JUSTIFICATION:
This course would try new physical activity courses to determine student interest. Currently, we only have 4000 level selected topics and those would not be appropriate for physical activity credit.

A Tabi/Smith motion to approve this new course was passed unanimously.

New or Revised Program(s)
B.S. Nutrition and Food Science
JUSTIFICATION:
To enhance curriculum and provide adequate content knowledge for students so that they may be fully prepared for post-baccalaureate experiences. Also, to comply with accreditation site visitor’s suggestions.

A Tabi/Aasheim motion to approve this program revision was passed unanimously.
VII. ALLEN E. PAULSON COLLEGE OF SCIENCE AND TECHNOLOGY

Dr. Shahnam Navaee presented the following agenda item for the Allen E. Paulson College of Science and Technology.

➢ Department of Construction Management & Civil Engineering Technology

Course Revision(s)

FROM: TCM 2233 - Construction Surveying
Prerequisites: A minimum grade of “C” in MATH 1112 and TCM 1130.

TO: TCM 2233 - Construction Surveying
Prerequisites: A minimum grade of “C” in TCM 1130 and MATH 1112, MATH 1113, or MATH 1441.

JUSTIFICATION:
Each of the courses; MATH 1112, MATH 1113 or MATH 1441, has the adequate trigonometry component required for the TCM 2233 course.

FROM: TCM 2240 - Introduction to Structures
Prerequisites: PHYS 1111 and PHYS 1113.

TO: TCM 2240 - Introduction to Structures
Prerequisites: A minimum grade of “C” in PHYS 1111 and PHYS 1113 or PHYS 2211 and PHYS 1113.

JUSTIFICATION:
The PHYS 2211 course has been added to the list of acceptable prerequisites as an alternate choice to PHYS 1111. Note that PHYS 2211 is the "calculus-based" version of PHYS 1111 and covers the same topics.

An Aasheim/Smith motion to approve these course revisions was passed unanimously.

➢ Department of Mathematical Sciences

New Course(s)

MATH 5431 - Combinatorics and Graph Theory

The course covers basic theory and applications of combinatorics and graph theory. Combinatorics is a study of different enumeration techniques of finite but large sets. Topics that will be studied include principle of inclusion and exclusion, generating functions and methods to solve difference equations. Graph theory is a study of graphs, trees and networks. Topics that will be discussed include Euler formula, Hamilton paths, planar graphs and coloring problem; the use of trees in sorting and prefix codes; and useful algorithms on networks such as shortest path algorithm, minimal spanning tree algorithm and min-flow max-cut algorithm. Graduate students will be given extra assignments determined by the instructor that undergraduates will not be required to do.

Prerequisites: A minimum grade of “C” in MATH 2332 and MATH 3337. 3 credit hours.

JUSTIFICATION:
Combinatorics and graph theory are important areas of discrete mathematics that have numerous application in many branches of science, engineering, business and social studies. These topics are not well represented in the current curriculum for mathematics majors and there is a need for an elective course that will fill this gap.

A Reksulak/Higgins motion to approve this new course was passed unanimously.
➤ Department of Mechanic & Electrical Engineering Technology
New or Revised Program(s)
Digital Imaging Systems Second Discipline
JUSTIFICATION:
Reduction in number of hours of required courses from 21 to 19 hours in second discipline concentrations to allow for additional requirement of IT internship (IT 4790) for 3 hours credit in the Information Technology program. Currently IT 4790 is required for no credit. Also note that several deleted courses were removed from the list and other alternate courses were added as replacements.

Imaging Information Systems Second Discipline
JUSTIFICATION:
Reduction in number of hours of required courses from 21 to 19 hours in second discipline concentrations to allow for additional requirement of IT internship (IT 4790) for 3 hours credit in the Information Technology program. Currently IT 4790 is required for no credit. Also note that several deleted courses were removed from the list and other alternate courses were added as replacements.

Multimedia for Information Technology Second Discipline
JUSTIFICATION:
Reduction in number of hours of required courses from 21 to 18 hours in second discipline concentrations to allow for additional requirement of IT internship (IT 4790) for 3 hours credit in the Information Technology program. Currently IT 4790 is required for no credit. Also note that several deleted courses were removed from the list and other alternate courses were added as replacements.

An Aasheim/Smith motion to approve these program revisions was passed unanimously.

➤ Department of Military Science
New or Revised Program(s)
Military Science Second Discipline
JUSTIFICATION:
All students have to take ENGL 1101 and ENGL 1102 in the core already, so these courses should actually be removed leaving the two writing courses to select from.

An Aasheim/Smith motion to approve this program revision was passed unanimously.

VIII. OTHER BUSINESS
• None

IX. ADJOURNMENT
There being no further business to come before the committee, the meeting was adjourned at 3:50 p.m.

Respectfully Submitted,

Caroline D. James
Recording Secretary

UNDERGRADUATE COMMITTEE
MINUTES
May 15, 2007
3:15 P.M.

Science & Technology, Room 2120

X. CALL TO ORDER
Present: Dr. Brenda Talley, Dr. Donna Saye, Dr. Jim Klein, Dr. Hsiang-Jui Kung, Dr. Leslee Higgins, Dr. Michael Moore, Dr. Rebecca Ziegler, Dr. Reed Smith, Dr. Stuart Tedders, Dr. Amy Heaston, Ms. Caroline James, Ms. Ann Montalvo

Visitors: Dr. Aimao Zhang, Ms. Candace Griffith, Dr. Delena Gatch, Dr. Denson McLain, Dr. Martha Abell, Dr. Shahnam Navaee, Dr. Stephanie Kenney, Dr. Steve Vives, Dr. Virginia Richards

Dr. Donna Saye called the meeting to order at 3:19 p.m.

XI. APPROVAL OF AGENDA
A Ziegler/Smith motion to approve the agenda was passed unanimously.

XII. VICE PRESIDENT FOR ACADEMIC AFFAIRS
Dr. Amy Heaston presented the following agenda item for the Vice President for Academic Affairs.

New or Revised Program(s)
International Trade Second Discipline
JUSTIFICATION:
Three courses (CISM 2530, BUSA 1105, and MATH 1232) have been added as the prerequisites for ACCT 2101 (Financial Accounting). To keep the Second Discipline in International Studies within 18 credit hours, ACCT 2101 shall be replaced with ACCT 2030 (Survey of Accounting), which does not require any prerequisite.

A Smith/Kung motion to approve this program revision was passed unanimously.

XIII. COLLEGE OF EDUCATION
Dr. Michael Moore presented the following agenda items for the College of Education.

➢ Department of Curriculum, Foundations, and Reading
Course Deletions
EDUF 2120 - Foundations of Education
JUSTIFICATION:
This is an old PPB course that needs to be deleted from catalog. New Area F courses have already been approved and have replaced this course on the program of study.
EDUF 2121 - Human Growth and Development
JUSTIFICATION:
This is an old PPB course that needs to be deleted from catalog. New Area F courses have already been approved and have replaced this course on the program of study.

A Moore/Higgins motion to approve these course deletions was passed unanimously.

Department of Leadership, Technology, and Human Development
Course Deletion
ITEC 2120 - Introduction to Instructional Technology
JUSTIFICATION:
This course will no longer be part of the Area “F” block.

A Moore/Higgins motion to approve this course deletion was passed unanimously.

Department of Teaching and Learning
Revised Programs
B.S.Ed. Middle Grades Education
JUSTIFICATION:
The Math Department has not yet created MATH 2010 but is teaching the course content first in 200708 as a selected topics course, MATH 5090. The selected topic "Special Topics in Middle Grades Math” was announced to UGC on 1/16/07. The program of study for the B.S.Ed. in Middle Grades must currently list MATH 5090 rather than MATH 2010. Also, the title for ENGL 5135 is being updated in accordance with the Department of Literature and Philosophy’s title change.

B.S.Ed. Special Education
JUSTIFICATION:
(1) The Math Department has not yet created MATH 2010 but is teaching the course content first in 200708 as a selected topics course, MATH 5090. The selected topic "Special Topics in Middle Grades Math” was announced to UGC on 1/16/07. The program of study for the B.S.Ed. in Middle Grades must be changed to list MATH 5090 rather than MATH 2010. (2) Due to title changes made by the Math Department, the program of study is being updated to include the current titles for MATH 5130 and MATH 5135. (3) MATH 5134 is being deleted from the BSED Special Education program of study since that course has been deleted by the Math Department and is no longer taught. The content of MATH 5134 is now taught in MATH 5130 and MATH 5135. (4) With the deletion of MATH 5134, there is room to add MATH 3032 in the Math Concentration. It is needed for the concentration since it is a prerequisite for MATH 5130 and MATH 5135. (5) The title for ENGL 5135 is being updated in accordance with the Department of Literature and Philosophy’s title change.

A Moore/Smith motion to approve these program revisions was passed unanimously.

XIV. COLLEGE OF HEALTH AND HUMAN SCIENCES
Dr. Virginia Richards presented the following agenda items for the College of Health and Human Sciences.
Revised Program
B.S.N. Nursing
JUSTIFICATION:
A statement must be listed in the BSN program to notify the RN-MSN / CNS majors of two courses they are required to take in their program (RN-MSN / NP majors are not required to take the courses). These courses, which are required for all RN-BSN students, have been listed since the beginning of the program but have not been listed as required for RN-MSN / CNS majors on the undergraduate program page. The oversight is being corrected in this revision. In addition, an explanation of the provisional admission GPA was added for clarity. No change in the admission requirements were made.

A Talley/Tedders motion to approve this program revision was passed unanimously.

Course Revision
FROM: KINS 4231 - Fitness Evaluation and Exercise
Prerequisite: KINS 3133, HLTH 1520, and permission of instructor.
TO: KINS 4231 - Fitness Evaluation and Exercise
Prerequisite: KINS 3133 and HLTH 1520, or permission of instructor.

JUSTIFICATION:
The current catalog has a comma between the prerequisites and not an "AND". This allows BANNER to enforce only one of the prerequisites and not both of them. This change is made to ensure that both prerequisites will be enforced at registration.

A Smith/Higgins motion to approve this course revision was passed unanimously.

XV. COLLEGE OF LIBERAL ARTS AND SOCIAL SCIENCES
Dr. Amy Heaston presented the following agenda item for the College of Liberal Arts and Social Sciences.

Revised Programs
B.A. Writing and Linguistics Concentration in Creative Writing
JUSTIFICATION:
This revision merely reflects a change made by the College of Business to the subject and title of a Writing and Linguistics Area F course offering. The content of the course is the same.

B.A. Writing and Linguistics Concentration in Linguistics
JUSTIFICATION:
This revision merely reflects a change made by the College of Business to the subject and title of a Writing and Linguistics Area F course offering. The content of the course is the same.

B.A. Writing and Linguistics Concentration in Professional and Technical Writing
JUSTIFICATION:
This revision merely reflects a change made by the College of Business to the subject and title of a Writing and Linguistics Area F course offering. The content of the course is the same.

B.A. Writing and Linguistics Concentration in Writing and Culture
JUSTIFICATION:
This revision merely reflects a change made by the College of Business to the subject and title of a Writing and Linguistics Area F course offering. The content of the course is the same.

A Higgins/Ziegler motion to approve these program revisions was passed unanimously pending receipt of required signature pages.
Linguistics Minor
JUSTIFICATION:
Catalog lists for the Linguistics Minor LING 3030 as Language, Power, Politics. LING 3030 is a selected topics course. LING 3337 is now Language, Power, Politics. Both of these courses should be listed for the minor in Linguistics.

A Smith/Klein motion to approve these program revisions was passed unanimously pending receipt of required signature pages.

Selected Topics Announcements
PSYC 5030 - Psychology, Arts, and Artists
JUSTIFICATION:
Drawing on psychoanalysis and on existential, humanistic, and transpersonal psychology, this course will explore the personal process of artistic creativity.

WRIT 5030 - Psychology, Arts, and Artists
JUSTIFICATION:
Drawing on psychoanalysis and on existential, humanistic, and transpersonal psychology, this course will explore the personal process of artistic creativity.

Selected Topics Announcements are for information only.

Dr. Reed Smith presented the following agenda item for the Department of Foreign Languages.

Course Reactivations
ARAB 1001 - Elementary Arabic I
For students who have never studied Arabic. Focus on basic communication skills (understanding, speaking, reading, and writing Arabic) and cultural understanding. 4 credit hours.
JUSTIFICATION:
Renewed interest in language.

ARAB 1002 - Elementary Arabic II
Continued focus on basic communication skills (understanding, speaking, reading, and writing Arabic) and cultural understanding, with increased emphasis on active use of the language. 4 credit hours.
JUSTIFICATION:
Renewed interest in language.

A Smith/Kung motion to approve these course reactivations was passed unanimously.

Course Revisions
FROM: ARAB 1001 - Elementary Arabic I
4 credit hours
TO: ARAB 1001 - Elementary Arabic I
3 credit hours
JUSTIFICATION:
To bring in line with other elementary language courses.

FROM: ARAB 1002 - Elementary Arabic II
4 credit hours
TO: ARAB 1002 - Elementary Arabic II
3 credit hours
JUSTIFICATION:
To bring in line with other elementary language courses.

FROM: CHIN 1001 - Elementary Chinese I
4 credit hours
TO: CHIN 1001 - Elementary Chinese I
3 credit hours

JUSTIFICATION:
To bring in line with other elementary language courses.

FROM: CHIN 1002 - Elementary Chinese II
4 credit hours
TO: CHIN 1002 - Elementary Chinese II
3 credit hours

JUSTIFICATION:
To bring in line with other elementary language courses.

A Smith/Kung motion to approve these course revisions was passed unanimously.

XVI. COLLEGE OF INFORMATION TECHNOLOGY
Dr. Aimao Zhang presented the following agenda item for the College of Information Technology.

Revised Program
Health Informatics Second Discipline
JUSTIFICATION:
Three courses (CISM 2530, BUSA 1105, and MATH 1232) have been added as the prerequisites for ACCT 2101 - Financial Accounting. To keep the Second Discipline in Health Informatics within 18 credit hours, ACCT 2101 shall be replaced with ACCT 2030 - Survey of Accounting which does not require any prerequisite.

A Smith/Kung motion to approve this program revision was passed unanimously.

XVII. ALLEN E. PAULSON COLLEGE OF SCIENCE AND TECHNOLOGY
➢ Department of Biology
Dr. Steve Vives presented the following agenda item for the Department of Biology.

Course Revisions
FROM: BIOL 2111 - Cellular Biology Lab
Corequisite: None
TO: BIOL 2107L - Principles of Biology I Laboratory
Corequisite: BIOL 2107

JUSTIFICATION:
Laboratory course emphasizing hands-on experience in the applications of cellular and molecular biology through emphasis on experimental design and data analysis. Prerequisite: CHEM 1145 (may be taken concurrently).

FROM: BIOL 2131 - Cellular Biology
3 Contact Hours
TO: BIOL 2107 - Principles of Biology I
3 or 4 contact hours

JUSTIFICATION:
Number and title changed to meet University System guidelines. Some sections will have a recitation period, resulting in 4 rather than 3 contact hours.

FROM: BIOL 3112 - Biology of Organisms Lab
Corequisite: None. Additional Fee: None.
TO: BIOL 2108L - Principles of Biology II Laboratory
Corequisite: BIOL 2108. Additional Fee: $20.00.
JUSTIFICATION:
Number and title changed to meet University System guidelines. The fee requested for BIOL 2108L is needed to support specimen intensive lab experiments. Having BIOL 2108 as the co-requisite for BIOL 2108L, ensures that students have the necessary background to succeed in BIOL 2108L.

FROM: BIOL 3132 - Biology of Organisms
3 contact hours. Prerequisites: BIOL 2131 and BIOL 2111.
TO: BIOL 2108 - Principles of Biology II
3 or 4 contact hours. Prerequisites: BIOL 2107 and BIOL 2107L.
JUSTIFICATION:
Number and title changed to meet University System guidelines. Some sections may have a recitation period, resulting in 4 rather than 3 contact hours. Since the course prerequisites BIOL 2131 and BIOL 2111, were respectively changed to BIOL 2107 & BIOL 2107L, these changes had to be reflected on the form.

A Moore/Kung motion to approve these course revisions was passed unanimously.

FROM: BIOL
Prerequisite & Corequisites
TO: BIOL
Prerequisite & Corequisites
JUSTIFICATION:
BIOL 2131, BIOL 2111, BIOL 3132, and BIOL 3112 are the prerequisites for a large number of courses taught in the Biology Department. Since the course numbers and the titles of the above listed courses have been proposed to respectively change to BIOL 2107, BIOL 2107L, BIOL 2108, and BIOL 2108L these prerequisites must be changed accordingly for all courses listed on the provided table. Note that BIOL 2107, BIOL 2107L, BIOL 2108, & BIOL 2108L should serve as the prerequisites for all listed courses shown in the table. It is also important to state that the four course listed above are in addition to any other prerequisites that any of listed courses may already have. Note that in addition to BIOL 2107, BIOL 2107L, BIOL 2108, and BIOL 2108L, a new course BIOL 3130 (Principles of Genetics) will also be serving as the prerequisite or corequisite for some of the upper level biology course offerings as shown in the table. BIOL 3130 will be required for all majors in Biology.

A Moore/Tedders motion to approve these course revisions was passed unanimously.

New course
BIOL 3130 - Principles of Genetics
This course includes the study of gene structure and function, the role of genes in determining the traits of living organisms, and the role of genes in evolution. Topics include the physical basis of Mendelian inheritance, interaction of genes, linkage and mapping, sex linkage, DNA replication, mutation, RNA transcription, protein translation, regulation of gene expression, and the fundamental principles of population, quantitative, and evolutionary genetics. Prerequisites: BIOL 2107, BIOL 2107L, BIOL 2108, and BIOL 2108L. 3 credit hours.

JUSTIFICATION:
Genetics has emerged as one of the most important foundational courses for modern biology. We believe that a required 3000 level genetics course will better prepare biology majors for their upper division courses, and allow
students to understand the dynamic nature of biology. Almost all Biology Departments in the country now have a required genetics course. Thus, we are making this change to adapt to current practice.

_A Smith/Ziegler motion to approve this new course was passed unanimously._

**Selected Topics Announcements**

**BIOL 5099 - Insect Ecology**

_JUSTIFICATION:_

There is high demand for a course in insect ecology at the undergraduate and graduate level. The basic information on the roles of insects in communities and ecosystems provided in this course is essential for students desiring careers in academia, agricultural production, government, pest management, and veterinary science.

**Selected Topics Announcements are for information only.**

**Revised Programs**

**B.A. Biology**

_JUSTIFICATION:_

1) Bring our Area F into compliance with BOR Advisory Committee guidelines by requiring two biology and two chemistry courses. We belong to a small group of universities that are not in compliance with these guidelines. Therefore, students transferring into and out of Georgia Southern University have transfer issues. 2) We currently require three introductory major biology courses, whereas the system guidelines specify two. We also use a different numbering and titling than is specified by the Board of Regents. These problems also lead to unnecessary transfer issues. 3) When we switched from quarters to semesters, we wanted to maximize curriculum flexibility. We hoped students would always make wise choices from the courses offered and follow their advisor’s suggestions. Although this sometimes happens, we have students who are avoiding a particular cornerstone course and who are also avoiding laboratory offerings. Therefore, we will require a new 3000 level Principles of Genetics course for all students, and specify a minimum number of laboratory courses. Science is learned by doing, and we must take steps to ensure that students have the benefit of laboratory courses. 4) To further strengthen the degree, we propose that students must take at least one Biology elective from each of three foundational areas, sub-organismal biology, organismal biology, and ecology and evolution. Also, each student will be required to take a scientific process course and each student will be encouraged to take a capstone course.

**B.S. Biology**

_JUSTIFICATION:_

1) Bring our Area F into compliance with BOR Advisory Committee guidelines by requiring two biology and two chemistry courses. We belong to a small group of universities that are not in compliance with these guidelines. Therefore, students transferring into and out of Georgia Southern University have transfer issues. 2) We currently require three introductory major biology courses, whereas the system guidelines specify two. We also use a different numbering and titling than is specified by the Board of Regents. These problems also lead to unnecessary transfer issues. 3) We will require a new 3000 level Principles of Genetics course (BIOL 3030) for all students. This requirement is standard among Biology programs and will ensure that our students competitive with Biology majors throughout the U.S. We also specify a minimum number of laboratory courses to maintain rigor in our program. This
requirement reflects our beliefs that science is learned by doing and that all students will benefit from laboratory courses. 4) To further strengthen the degree, we propose that students must take at least one Biology elective from each of three foundational areas, sub-organismal biology, organismal biology, and ecology and evolution. Also, each student will be required to take a scientific process course and each student will be encouraged to take a capstone course.

**Biology Minor**

**JUSTIFICATION:**
1) We currently require three introductory major biology courses (BIOL 2131, BIOL 3132, and BIOL 3133), whereas the system guidelines specify two. We also use a different numbering and titling than is specified by the Board of Regents. These problems also lead to unnecessary transfer issues. Corrections to these issues must be reflected in the minor. We also seek to strengthen our minor by requiring 11 instead of 9 major hours.

*A Smith/Ziegler motion to approve these program revisions was passed unanimously.*

**Department of Construction Management & Civil Engineering Technology**

*Dr. Shahnam Navaei presented the following agenda item for the Department of Construction Management & Civil Engineering Technology.*

**Revised Program**

**B.S. Construction**

**JUSTIFICATION:**
The ACCE accreditation board requires 3 additional credit hours of business courses. Thus, the department is limiting COMM 1110 to Area C only and replacing the "advisor approved student elective" in Area F with a three credit hour business course. These changes satisfy both institutional and the ACCE accreditation board requirements.

*A Smith/Klein motion to approve this program revision was passed unanimously.*

**Department of Mechanical & Electrical Engineering Technology**

*Dr. Shahnam Navaei presented the following agenda item for the Department of Mechanical & Electrical Engineering Technology.*

**Course Revisions**

**FROM:** GCM 3745 - Graphic Communications Internship I  
Prerequisites: A minimum grade of “C” in GCM 2122 and GCM 2222 and a minimum of hours from GCM 2432, GCM 2332 & GCM 2412 and GCM 2132 & 2212.

**TO:** GCM 3745 - Graphic Communications Internship I  
Prerequisites: A minimum grade of “C” in GCM 2721 and GCM 2722 and a minimum of hours from GCM 2432, GCM 2332 & GCM 2412 and GCM 2532 & GCM 2512.

**JUSTIFICATION:**
The course numbers for GCM 2122 (Industrial Practicum) and GCM 2222 (Industrial Practicum Lab) were changed to GCM 2721 and GCM 2722 respectively. The course titles were not changed. The courses GCM 2132 (Image Preparation I) and GCM 2212 (Image Preparation I Lab) were deleted from the curriculum and two new courses GCM 2532 (Desktop Publishing II) and GCM 2512 (Desktop Publishing II Laboratory) were approved as
replacements. The prerequisites identified in the course description should reflect these changes.

FROM: GCM 4746 - Graphic Communications Internship II
Prerequisites: A minimum grade of “C” in GCM 3745 and 9 or more hours from the following: GCM 5234, GCM 5314, GCM 5434, GCM 5514, GCM 3333, GCM 3413, GCM 4132, GCM 5334, GCM 5534, GCM 5331.

TO: GCM 4746 - Graphic Communications Internship II
Prerequisites: A minimum grade of “C” in GCM 3745 and 9 or more hours from the following: GCM 5234, GCM 5314, GCM 5434, GCM 5514, GCM 4132, GCM 5334, GCM 5534, GCM 5331.

JUSTIFICATION:
The courses GCM 3333 (Image Preparation II) and GCM 3413 (Image Preparation II Lab) were deleted from the curriculum and should be removed from the list of prerequisites.

A Tedders/Higgins motion to approve these course revisions was passed unanimously.

➢ Department of Military Science
Dr. Shahnam Navaae presented the following agenda item for the Department of Military Science.
Revised Program
Military Science Minor
JUSTIFICATION:
The change recognizes and includes the additional history topics that can qualify for professional military education requirements.

A Higgins/Klein motion to approve this program revision was passed unanimously.

➢ Department of Physics
Dr. Delena Gatch presented the following agenda item for the Department of Physics.
Course Revisions
FROM: PHYS 1113 - Physics Laboratory I
2 Lab Hours
TO: PHYS 1113 - Physics Laboratory I
3 Lab Hours
JUSTIFICATION:
Currently, the physics department is restructuring its introductory courses. In the past, lecture courses have been taught independent of the laboratory courses. In the newly structured courses, the lecture and laboratory courses are seamlessly integrated into one technology enriched classroom setting. It is requested to increase the lab contact hours from two hours to three hours. The additional hour of laboratory time is necessary to allow students to complete data collection and analysis using computer interfaced laboratory apparatus. A Revised Program Form is unnecessary because the contact hours are being changed and not the credit hours.

FROM: PHYS 1114 - Physics Laboratory II
2 Lab Hours
TO: PHYS 1114 - Physics Laboratory II
3 Lab Hours
JUSTIFICATION:
Currently, the physics department is restructuring its introductory courses. In the past, lecture courses have been taught independent of the laboratory courses. In the newly structured courses, the lecture and laboratory courses are seamlessly integrated into one technology enriched classroom setting. It is requested to increase the lab contact hours from two hours to three hours. The additional hour of laboratory time is necessary to allow students to complete data collection and analysis using computer interfaced laboratory apparatus. A Revised Program Form is unnecessary because the contact hours are being changed and not the credit hours.

A Higgins/Smith motion to approve these course revisions was passed unanimously.

New Course
PHYS 4790 - Internship in Physics
The internship allows physics majors to work in a professional setting related to their chosen concentration. Students can earn between one and six credits for internships approved by their academic advisor and the Physics Internship Director. Students must complete a minimum of 5 hours of on-site work per week for each credit hour earned. Students must maintain contact with the Physics Internship Director through the course of the internship work, and must give an oral presentation at the end of the semester. Internship credits can be used for elective credit only and may not substitute for specific degree requirements. Prerequisite: Permission of Physics Internship Director. 1 to 6 credit hours.

JUSTIFICATION:
The Internship in Physics course will give undergraduate physics majors the opportunity to work in a professional setting related to their chosen interest in physics. The Internship in Physics course will provide an additional upper level elective credit for undergraduate students.

A Higgins/Smith motion to approve this new course was passed unanimously.

XVIII. COLLEGE OF BUSINESS ADMINISTRATION

Dr. Leslee Higgins presented the following agenda items for the College of Business Administration.

New Courses
FINC 3331 - Financial Institutions
An examination of the nature, purpose and economic functions of financial markets and institutions. The various domestic and foreign financial markets are included, as well as the key characteristics, operations, and regulatory aspects of depository and non-depository financial institutions, such as commercial banks, securities firms and investment banks, and insurance companies. Prerequisites: A minimum grade of “C” in ECON 2105 and ACCT 2101. 3 credit hours.

JUSTIFICATION:
This is a new course required for the finance major that deals exclusively with financial institutions and markets and the financial regulatory agencies that govern those markets.

FINC 4333 - Commercial Bank Lending
An introduction to bank lending, focusing on key concepts and tools in credit analysis—statement logic and cash flow cycles—and applying them in commercial loan underwriting and consumer lending. Attention will also be given to core loan administration practices and its role in managing portfolio quality risks. Prerequisite: A minimum grade of “C” in FINC 3131. 3 credit hours.
JUSTIFICATION: This is a new elective course in Finance that deals commercial bank lending and the lending process.

FINC 4435 - Real Estate Finance and Investments
An analysis of real estate markets, investment decisions and the form and function of financing alternatives. The student should acquire a basic understanding of investment cash flow analysis and the calculations and measurements required for the quantitative real estate investment, valuation and income-property analysis. Prerequisite: A minimum grade of “C” in FINC 3131. 3 credit hours.

JUSTIFICATION: This is a new elective course in Finance that deals exclusively with all aspects of real estate finance, including investing in real estate.

A Higgins/Kung motion to approve these new courses was passed unanimously.

Course Revision
FROM: FINC 3231 - Financial Markets and Investments
Introduces both domestic and international financial markets. Topics include the Federal Reserve system, money and capital markets, security valuation and trading, and derivative markets.

TO: FINC 3231 - Investments
A study of investment theory and practice, investment strategies and portfolio construction and management. Particular attention is given to the valuation of common stock, bonds, and derivative securities, such as options and futures.

JUSTIFICATION: A new course that concentrates on financial institutions, financial markets and the regulatory environment is currently being proposed. We are removing the markets and institutions aspect from the investments course, since these topics will be covered in another course.

A Higgins/Smith motion to approve this course revision was passed unanimously.

New/Revised Programs
B.B.A. Finance
JUSTIFICATION: These revisions provide a common core within the major across all emphasis areas. The revision also permits students to earn a minor without taking extra courses. The title of the "Financial Services Emphasis" will change to "Bank Management Emphasis."

Finance Minor
JUSTIFICATION: The minor in finance will allow students to compliment and enhance their existing degree program.

A Higgins/Kung motion to approve these program revisions was passed unanimously.

New Course
BUSA 2131 - Introduction to Quantitative Methods for Business
An applied approach to the basic quantitative techniques used in the various business disciplines. Topics include a review of algebra and functions, business applications of exponential and logarithmic functions, systems of linear equations, probability, the derivative and applications of the derivative in business modeling. Students will master problem solving using both manual
computations and Excel. Prerequisites: A minimum grade of “C” in MATH 1111 or MATH 1101 and CISM 2530.

JUSTIFICATION:
BUSA 2131 will be a required course in the COBA BBA program.

A Higgins/Kung motion to TABLE this new course was passed unanimously.

Revised Programs
Business Minor
JUSTIFICATION:
The changes to the business minor are to ensure that the course coverage in the minor is understandable to students who want to minor in business and to others in the university.

Fraud Investigation Minor
JUSTIFICATION:
Name change and corrections to courses in the minor.

Management Minor
JUSTIFICATION:
The changes to the Management minor are to ensure the course coverage in the minor is understandable to students who want to minor in management and to others in the university.

Marketing Minor
JUSTIFICATION:
The changes to the Marketing minor are to ensure the course coverage in the minor is understandable to students who want to minor in marketing and to others in the university.

Economics Minor
JUSTIFICATION:
To unify with other COBA minors.

B.B.A. Logistics and Intermodal Transportation
JUSTIFICATION:
An effort to ensure students are taking courses most relevant to the profession.

A Higgins/Kung motion to TABLE these program revisions was passed unanimously.

Course Revision
FROM: MGNT 3234 - Entrepreneurship/Small Business
TO: MGNT 3234 - Entrepreneurship
JUSTIFICATION:
First, the course is about entrepreneurship, not small business. Current trends in the field include some emphasis on corporate entrepreneurship. Entrepreneurial ventures are not just about small businesses. Second, because of the similarity to other course titles, it is confusing for students. This title more accurately reflects the content of the course.

A Higgins/Kung motion to approve this course revision was passed unanimously.

XIX. OTHER BUSINESS
• Approval of the Tentative Meeting Dates for the 2007-2008 Undergraduate Committee

  A motion to approve the Tentative Meeting Dates for the 2007-2008 Undergraduate Committee was passed unanimously.

XX.  ADJOURNMENT

  There being no further business to come before the committee, the meeting was adjourned at 4:10 p.m.

Respectfully Submitted,

[Signature]

Caroline D. James
Recording Secretary
SUMMARY OF THE ACADEMIC ADVISORY COUNCIL MEETING
Chair: Linda Bleicken, Provost

The Academic Advisory Council met on April 24, 2007 at 9:00 a.m. in room 1100J in the College of Education.

1. Linda Bleicken – Provost

1.1 COE Re-accredited. The original appeal was denied. Two other colleges of education in the University System need to have another visit from the accrediting body.

2. Susan Davies – Admissions Report

2.1 Susan Davies outlined the SOAR schedule for Summer 2007. There are three special SOAR sessions (Session Q for mature students who start in Summer Semester, Session K for regularly admitted students entering Summer Term B, and Session L for EIP students entering Term B.

2.2 Additional changes have been made to the SOAR program in order to move more academic information to the first day.

2.3 Cindy Chance wanted additional information on who is expected to do what in each time slot, where various faculty, staff and administrators should be and what is expected. Amy Heaston pointed out that the 3 – 4:30 period on the first day is reserved for colleges to present their academic message.

2.4 Susan commented that an academic college session has been added to the SOAR schedule for transfer students.

2.5 Todd Deal will present “Words to SOAR By” on the first day of SOAR.

3. Application & Enrolment Report – Susan Davies & Mike Deal

3.1 Applications and acceptances have increased for Fall Semester 2007. Acceptances from Transfer students have increased for Summer and Fall semesters.

3.2 There has been a special effort targeted at getting students who are enrolled in the Spring Semester but not registered for Fall Semester. The effort has been met with good success. On March 7 there were 1610 such students, 1054 on March 26 and 681 on March 23.

4. IT Services – David Ewing
4.1 IT Services now has new hardware to replace the web environment. Administrative pages will be separated from personal pages for security reasons.

4.2 Digital Measures. The ability to do attachments is still not yet available. The user base will be changed to include part-time faculty.

4.3 Johannes Reichgelt pointed out that the fields for papers published in edited books do not include a field for the editor of the book.

4.4 Cindy Chance commented that it is not possible to run reports since the last personnel action. In addition it would be useful to have a field for journal acceptance rate and for work in school, which is specific to education students.

5. Alan Altany – SoTL International Conference

5.1 Nearly 70 presentations have been finalized for the conference to be held November 1 and 2, 2007. There will be 8 presenters from universities in Georgia, and 10 presenters from Georgia Southern. The Conference registration fee has been reduced to $70 for Georgia Southern participants.
Faculty Senate Librarian’s Report September 19, 2007

A summary of business conducted by Faculty Senate committees since the last Faculty Senate Librarian’s report.

Academic Standards Committee
Chair: Brenda Talley

The Academic Standards Committee met on August 2, August 7, and August 10, 2007 to consider appeals for readmission.

Present at the August 2 meeting were Dr. Brenda Talley (CHHS), Dr. Godfrey Gibbison (COBA), Dr. Bob Fernekes (LIB), Dr. Rose Mary Gee (CHHS), Dr. Marla Morris (COE), Dr. Iris Durden (LIB) and Mr. Wayne Smith (Registrar).

Not present at the August 2 meeting were Dr. Jim Whitworth (CIT), Dr. Jerry Ledlow (JPHCOPH), Dr. Beverly Graham (CLASS), Dr. Ming Fang He (COE), Dr. Nirmal Das (COST), Dr. Aimao Zhang (CIT), Dr. Sharon Tracy (CLASS), Dr. Scott Williams (COST), Dr. Anthony V. Parrillo (JPHCOPH), Dr. Mark Yanochik (COBA), and Ms. Connie Murphey (Student Affairs).

Present at the August 7 meeting were Dr. Godfrey Gibbison (COBA), Dr. Bob Fernekes (LIB), Dr. Anthony Parrillo (JPHCOPH), Dr. Mark Yanochik (COBA), Dr. Iris Durden (LIB), Dr. Scott Beck (COE), Dr. Bill Levernier (COBA), Dr. Denise Weems (COE), and Mr. Wayne Smith (Registrar).

Not present at the August 7 meeting were Dr. Brenda Talley (CHHS), Dr. Jim Whitworth (CIT), Dr. Jerry Ledlow (JPHCOPH), Dr. Beverly Graham (CLASS), Dr. Ming Fang He (COE), Dr. Nirmal Das (COST), Ms. Rose Mary Gee (CHHS), Dr. Aimao Zhang (CIT), Dr. Sharon Tracy (CLASS), Mr. Scott Williams (COST), Dr. Marla Morris (COE), Dr. Onyile Onyile (CLASS), Mr. Marvin Goss (LIB), and Ms. Connie Murphey (Student Affairs).

Present at the August 10 meeting were Dr. Mark Yanochik (COBA), Dr. Brenda Talley (CHHS), Dr. Jim Whitworth (CIT), Dr. Bill Levernier (COBA), Dr. Denise Weems (COE), Mr. Marvin Goss (LIB), Ms. Rose Mary Gee (CHHS), Dr. Godfrey Gibbison (COBA), Dr. Beverly Graham (CLASS), and Mr. Wayne Smith (Registrar).

Not present at the August 10 meeting were Dr. Onyile Onyile (CLASS), Dr. Scott Beck (COE), Dr. Jerry Ledlow (JPHCOPH), Dr. Bob Fernekes (LIB), Dr. Aimao Zhang (CIT), Dr. Sharon Tracy (CLASS), Mr. Scott Williams (COST), Dr. Anthony Parrillo (JPHCOPH), Dr. Ming Fang He (COE), Dr. Nirmal Das (COST), Dr. Marla Morris (COE), Dr. Iris Durden (LIB), Dr. Aimao Zhang (CIT), Dr. Sharon Tracy (CLASS), and Ms. Connie Murphey (Student Affairs).
On August 2 there were 74 appeals. Of these, 51 appeals were either approved at the meeting or were pre-approved before the meeting based on criteria previously established by the committee. The committee denied 17 appeals. Seven of the denied appeals were subsequently appealed to the deans, with 6 of these being approved.

On August 7 there were 19 appeals. Of these, 9 appeals were either approved at the meeting or were pre-approved before the meeting based on criteria previously established by the committee. The committee denied 9 appeals. Three of the denied appeals were subsequently appealed to the deans, with 2 of these being approved.

On August 10 there were 24 appeals. Of these, 8 appeals were either approved at the meeting or were pre-approved before the meeting based on criteria previously established by the committee. The committee denied 11 appeals. Four of the denied appeals were subsequently appealed to the deans, with 3 of these being approved.

At the August 10th meeting the following were selected as chair for the 2007-2008 school year:

Dr. Brenda Talley (Fall)
Dr. Jim Whitworth (Spring)
Dr. Mark Yanochik (Summer)

**ELECTIONS COMMITTEE**
Chair: Michael Moore
*No report submitted*

**FACULTY WELFARE COMMITTEE**
Chair: Jean Paul Carton
*No report submitted*

**FACULTY DEVELOPMENT COMMITTEE**
Chair: Clara Krug

*Minutes of the Faculty Development Committee*
*August 27, 2007*

Six members of the Faculty Development Committee met from 3:30 – 4:30 p.m. to discuss seven applications for educational leave during Spring Semester 2008. Prior to the meeting, these committee members and a seventh who is currently on sick leave had submitted their evaluations of applications electronically. The College of Science and Technology had not yet elected its representative.
After examining the electronic evaluations and discussing the applications, members recommended that one application be approved as submitted and that four applications be approved after revisions. They did not recommend two applications. The Faculty Development Committee awards no funding for educational leave.

The six members present voted unanimously to ask the Faculty Senate to remove the Faculty Development Committee from the educational leave process and to request that the college committee currently included in the process be comprised of appointed/elected faculty members.

Chairperson Krug announced that Provost Bleicken has allocated an additional $10,500 to the committee. Members decided tentatively to divide this sum among the three funding cycles for professional travel.

**FACULTY SERVICE COMMITTEE**  
Chair: Jerry Wilson  
*No report submitted.*

**FACULTY RESEARCH COMMITTEE**  
Chair: Norman Schmidt  
*No report submitted*

**GRADUATE COMMITTEE**  
Chair:  
*No report submitted*

**UNDERGRADUATE COMMITTEE**  
Chair:  
*No report submitted*

**SUMMARY OF THE ACADEMIC ADVISORY COUNCIL**  
Chair: Linda Bleicken  
*No report submitted*
Faculty Senate Librarian’s Report October 29, 2007
A summary of business conducted by Faculty Senate committees since the last Faculty Senate Librarian’s report.

Academic Standards Committee
Chair: Brenda Talley

ELECTIONS COMMITTEE
Chair: Michael Moore
No report submitted

FACULTY WELFARE COMMITTEE
Chair: Jean Paul Carton

Senate Faculty Welfare Committee Meeting

September 27, 2007
COBA 2251
8:00am-9:15am

Minutes

The Senate Faculty Welfare Committee (SFWC) met on September 27, 2007 to discuss new as well as old business. Members in attendance included T. Diamanduros, J. Broome, M. Smith, L. Li, E. Hendrix, M. Yanochik, K. Fitzmorris, K. Coleman, J. Carton (Chair), J. Wilson, P. Humphrey, L. Gunn, S. Franks, and A. Heaston. Not in attendance: J. Dyer.

The first order of business was to approve the agenda of the meeting. Next, Dr. Carton asked for nominees to serve as Secretary of the committee. Mark Yanochik volunteered to serve in this role, and was unanimously supported by the members in attendance. The proposed calendar for future meetings was discussed, and the committee agreed to meet every other Thursday (with business pending), from 7:45am-9:00am.

During this meeting, the committee discussed two charges given to SFWC this semester. The first charge comes from a Senate motion regarding the University’s response to death in the university community. The motivation for this motion stems from the fact that the university currently has no official policy or set of procedures in place for this type of notification. Susan Franks and Ellen Hendrix volunteered to form a SFWC sub-committee to study this motion.

The second charge made by the Senate to the committee is to study (university-wide) procedures for evaluating faculty service. Various members of the committee commented on how they perceive service to be evaluated in their respective colleges. As a starting point in examining this issue, the suggestion was made to review the document Faculty Roles and Rewards, located on the
Provost’s website. Dr. Carton asked committee members to read this report before the next SFWC meeting, scheduled for October 11, 2007.

Also discussed at this meeting was the university’s policy on probationary credit and the granting of tenure. Data suggests that the university’s policy on this matter is used unevenly across units at GSU, and that there appears to be confusion regarding the terms “probationary credit” and “early tenure.” The suggestion was made to amend Section 209 of the Faculty Handbook in order to eliminate this possible confusion and better standardize the application of the university’s policy. The SFWC unanimously approved a motion to make this topic a Senate agenda item.

Considerations of old business centered on SFWC’s previous discussions on the movement (started last year) to begin on-line student evaluations. One member mentioned that this movement was stopped; the conclusion was that student evaluations are most effective when recorded in the same environment as the actual class. There was no new business.

The meeting was then adjourned.

Submitted by Mark Yanochik

Library Committee
Chair: Tim Giles
Attending: Bede Mitchell (ex officio), Tim Giles (chair, CLASS), Rahman Anjorin (SGA), Greg Chamblee (COE), John Hatem (COBA), Bernie Huang (COST), Patrick Novotny (CLASS), John O'Malley (CIT), Debra Skinner (LIB), Larry Stalcup (CHHS)

At this inaugural meeting of AY08, committee members were introduced and we reviewed the committee charge: review and recommend policy for the library, address specific questions in this area that may be requested by the Senate Executive Committee, and report to the Senate Librarian, the Senate Executive Committee, and the Senate as described in the Senate’s bylaws, Article IV, Section 3.

Dean Bede Mitchell delivered a summary of library activities in AY07:
- Information literacy learning outcomes were added to pilot First Year Seminar, as recommended by the Library Committee last year;
- Wireless access in the library has been a big hit;
- ILLiad implementation has facilitated document delivery service to faculty offices and desktops (Cynthia Frost demonstrated this service to the committee);
- Instant Messaging reference service was implemented;
- Several electronic database packages were added or enhanced, such as Web of Science files back to 1976 and new JSTOR offerings – Arts & Sciences III and IV, Health and General Sciences;
- The Library has taken over the management of photocopy services within the building and now offers new and more photocopiers, all of which accept cash in addition to Eagle Express.

Associate Dean Ann Hamilton updated the committee on the building renovation project, which at this point is expected to be completed by June 2008. However, Ann cautioned that several such target dates have had to be moved to a later time, and she will not be surprised if this date is moved as well. The next big change patrons will see is the opening of a coffee service in the second floor atrium some time in October, to be managed by Auxiliary Services. Web cams have been installed in four places to show internal and external renovations to the original building. They are viewable at http://library.georgiasouthern.edu/building/webcams.html.

The next meeting will be Wednesday, October 24 at 11 in the Library Conference Room. The agenda will include an overview of plans for the renovated library’s Learning Commons. In addition, there will be a presentation of the liaison program in which librarians are assigned to academic departments for the purposes of keeping faculty abreast of new and changing services and resources, as well as exploring how the Library may be able to help achieve departmental teaching and research priorities.

Faculty Development Committee
Chair: Clara Krug

September 26, 2007
8:00-9:25 a.m.

All eight members of the Faculty Development Committee attended this meeting. Prior to the meeting, they had read 25 proposals related to Improvement of Instruction and had submitted their ratings electronically. All members had received copies of the electronic ratings. Chairperson Krug had reviewed the ratings to determine which proposals had received the highest rankings from committee members. Committee members discussed these ten proposals. Then one committee member requested review of a proposal that he/she had rated highly.

Applicants had requested $118,491.10 in funds. The committee awarded a total of $17,634.36 (15% of the total request) to fund six projects. In terms of the 19 unfunded applications, committee members noted that some were actually for research or professional travel and that some did not include all required information.

Krug told members that the Senate had approved the two motions related to the educational leave application process that the FDC had submitted.
GRADUATE COMMITTEE

Graduate Committee Meeting Date – October 11, 2007

Present: Dr. Timothy Mack, COGS; Dr. Cindi Chance, Academic Affairs; Dr. Jill Lockwood, COBA; Ms. Debra Skinner, Library; Dr. Diana Sturges, CHHS; Dr. Maggie LaMongtagne, COE; Dr. Kari Fitzmorris, JPHCOPH; Dr. Jonathan Metzler, CHHS; Dr. Vladan Jovanovic, CIT; Dr. Yan Wu, COST; Dr. Robert Vogel, JPHCOPH; Dr. Bill Yang, COBA; Dr. Donna Hodnicki, CHHS; Dr. Hsiang-Jui Kung, CIT; Dr. Richard Flynn, CLASS; Dr. Judith Repman, COE for Dr. Kenneth Clark, COE

Others: Dr. Dick Diebolt, COGS; Mr. Wayne Smith, Registrar; Ms. Candace Griffith, VPAA; Mrs. Jody Kemp, Admissions; Mrs. Melanie Reddick, COGS; Dr. Ronnie Sheppard, COE; Dr. Missy Bennett, COE; Dr. Randy Carlson; COE; Dr. Gregory Harwood, CLASS; Dr. Gary Means, CE

I. CALL TO ORDER

Dr. Jill Lockwood called the meeting to order on Thursday, October 11, 2007 at 9:03 AM.

II. APPROVAL OF AGENDA

The agenda was approved as written.

III. GRADUATE COMMITTEE CHAIR REMARKS – DR. JILL LOCKWOOD
Dr. Jill Lockwood discussed the BOR curriculum approval process for new academic degrees and majors. She stated that the stated procedures need to be followed. New program proposals need to include feasibility study information to support viability of proposal. She stated that COGS Dean is willing to work with the departments to be sure that the information is complete and to ensure that new program proposals fit within the university mission. Dr. Lockwood stated that Dr. Vladan Jovanovic would be the chair of the Curriculum Subcommittee, Dr. Diana Sturges the chair of the Academic Standards & Policies Subcommittee and that the Program Review, Assessment & Strategic Planning Subcommittee would be chaired by Dr. Richard Flynn.

IV. A. OLD BUSINESS – No old business

B. SUBCOMMITTEE REPORTS & UPDATES:

i. Academic Standards & Policies Committee – Dr. Diana Sturges reported that the subcommittee met and that she was elected Chair.

ii. Curriculum Committee – Dr. Vladan Jovanovic reported that the committee met but did not have a committee report regarding the course proposals on the agenda. He also stated that since the Master of Education in Accomplished Teaching was a proposal that came directly from the Board of Regents Office, that the committee did not see a reason to make a recommendation on the proposals that had already been approved by the BOR.

iii. Program Review, Assessment & Strategic Planning Committee – No Report.

V. NEW BUSINESS

A. PROGRAMS:

i. College of Liberal Arts & Social Sciences

Program Revision
Master of Music

The Program Revision for the Master of Music was administratively withdrawn from the agenda.

ii. College of Education

New Program - M.Ed. in Accomplished Teaching
**M.Ed. ACCOMPLISHED TEACHING**
36 HOURS
(Cooperative Degree with Valdosta State University and Columbus State University)

**Advising:** Department of Teaching and Learning, Dr. Ronnie Sheppard, P.O. Box 8134, Statesboro, GA 30460, (912) 681-5203, sheppard@georgiasouthern.edu, Fax: (912) 681-0026

**Admission Requirements**

**Regular**
1. Complete requirements for a bachelor’s degree from an accredited institution.
2. Possess or be eligible for a clear, renewable certification in a teaching, service, or leadership field.
3. Present a 2.50 or higher GPA on all undergraduate and graduate work combined.
4. GRE or MAT scores will not be required for applicants who hold a clear renewable certification in a teaching, service, or leadership field; instead, the applicants must submit passing GACE or PRAXIS scores.

**Provisional**
6. Applicants may be approved for provisional admission based on the quality of the admission material presented. Provisional students must earn grades of “B” or higher in their first nine (9) hours of course work after admission and meet any other stipulations outlined by the department to be converted to regular status.

**Professional Education Core**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td><strong>EDAT 7100</strong></td>
<td>Research Methodology in Education</td>
<td>3</td>
</tr>
<tr>
<td><em>EDAT 7133</em></td>
<td>Trends, Issues, and Research in Education</td>
<td>3</td>
</tr>
<tr>
<td><em><strong>EDAT 6159</strong></em></td>
<td>Multicultural Studies across the Curriculum</td>
<td>3</td>
</tr>
</tbody>
</table>

**The Georgia Framework**

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<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td><em>EDAT 7131</em></td>
<td>Enhancing Student Performance</td>
<td>3</td>
</tr>
<tr>
<td><em><strong>EDAT 6226</strong></em></td>
<td>Curriculum Design for Student Achievement</td>
<td>3</td>
</tr>
<tr>
<td><em><strong>EDAT 6115</strong></em></td>
<td>Knowledge of Students and Their Learning</td>
<td>3</td>
</tr>
<tr>
<td><em>EDAT 7132</em></td>
<td>Framework for Teaching</td>
<td>3</td>
</tr>
<tr>
<td><strong>EDAT 6001</strong></td>
<td>Using Assessment to Improve Teaching and Learning</td>
<td>3</td>
</tr>
<tr>
<td><strong>EDAT 6000</strong></td>
<td>Professional Decision Making</td>
<td>3</td>
</tr>
</tbody>
</table>

**Concentration: Approved Electives**

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<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
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**Culminating Project:** Electronic Portfolio

**Program Exit Experience:**

Successful completion of electronic portfolio.

Successfully complete each key assessment identified at each program transition point.
OTHER PROGRAM REQUIREMENTS

The candidate’s progress will be evaluated after the first 9 semester hours of course work, including the GPA and performance on the key assessments imbedded in the courses, including dispositions.

* Taught by Georgia Southern University
** Taught by Valdosta State University
*** Taught by Columbus State University

MOTION: Dr. Judi Repman moved to approve the New Program Proposal for the M.Ed. in Accomplished Teaching. Dr. Donna Hodnicki provided the second. The motion to approve the M.Ed. in Accomplished Teaching was passed.

College of Education
Program Revision
Admissions Criteria and Transfer Credit Policy for USG Franchise Programs

TO: Curriculum Committee

FROM: Dr. Jennie Rakestraw
Associate Dean for Graduate, Research and Sponsored Programs

SUBJECT: Change in Admissions Criteria and Transfer Credit Policy for USG Franchise Programs

DATE: August 27, 2007

Georgia Southern University is participating in a new USG “franchise” program that will offer select graduate programs on-line through cross-university collaborations. We have been designated the lead institution for the M.Ed Instructional Technology program in collaboration with Valdosta State University and are participating in the development of a new M.Ed Accomplished Teacher program in collaboration with Valdosta State and Columbus State Universities. It is proposed that all franchise programs will have like admission criteria and that the fully certified educator be required to submit GRE or MAT test scores for admission. Instead passing GACE/PRAXIS scores would be required. To conform to the franchise expectations, the Department of Teaching and Learning and the Department of Leadership, Technology and Human Development propose the following change in admission criteria for these two franchise programs and any future franchise programs in which we may choose to participate. This statement would be included in the catalog for any franchise programs in which we will participate.
Admission Proposal:
GRE or MAT scores will not be required for USG franchise programs for applicants who hold clear, renewable certification in a teaching, service or leadership field; instead those applicants must submit passing GACE or PRAXIS scores and will be evaluated at the end of the first 9 hours of study in terms of GPA and key assessments.

The franchise will be based on collaborations that will result in more than 6 semester credit hours to be transferred to/from other university programs. We propose the following policy change to allow for additional transfer credits to programs involved in the USG franchise.

Transfer Credits Proposal:
Each COE program involved in the USG franchise will allow for additional graduate course credits to be received from other USG institutions involved in the respective franchise. The maximum number of transfer credits allowed will be identified by the specific program, ranging from 9 to 27 semester hours, and will be published in program materials.
Standardized Test Scores
Depending on the graduate program for which the student is applying, one of the following standardized admission tests will be required: GMAT, GRE, MAT or GACE/Praxis. The following list indicates the tests that are required for each program. Test scores must be sent from the testing agency directly to the Office of Graduate Admissions or be recorded on an official transcript. Further information on test dates and fees may be obtained from the Testing Office, Post Office Box 8067, Georgia Southern University, Statesboro, GA 30460-8067 (912) 681-5415.

College Of Business Administration
Master of Accounting (GMAT)
Master of Business Administration (GMAT)
Master of Science in Economics (GRE or GMAT)

College of Education
Doctor of Education (GRE or MAT)
Education Specialist (GRE or MAT)
Master of Education (GRE or MAT)
Master of Arts in Teaching (GRE or MAT, and GACE/Praxis)

USG franchise programs (GRE, MAT, or GACE/Praxis)

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Admission to M.Ed. Programs
Regular Admission
For regular admission to the College of Graduate Studies to pursue the Master of Education degree, the applicant must:
1. Possess a bachelor's degree from a regionally accredited institution.
   Satisfy program requirements for certification. Select programs require that those admitted possess or be eligible for a Professional Level Four Certificate or equivalent in the teaching field or a related field. Refer to program admission requirements in the catalog.
2. Present a cumulative 2.50 (4.0 scale) grade point average or higher on all undergraduate and graduate work combined.
3. Present official report of scores on the Miller Analogies Test (MAT) or the verbal, quantitative and analytical writing sections of the Graduate Records Examination (GRE). GRE or MAT scores will not be required for USG franchise programs for applicants who hold clear, renewable certification in a teaching, service or leadership field; instead those applicants must submit passing GACE or PRAXIS scores and will be evaluated at the end of the first 9 hours of study in terms of GPA and key assessments.
4. Submit a personal statement of purpose, not to exceed 200 words, that identifies the applicant's reasons for pursuing graduate study and how admission into the program relates to the applicant's professional aspirations.
5. NOTE: Some programs, including Counselor Education and School Psychology programs, have additional admissions requirements; refer to programs for specific information.

Credit by Transfer
A graduate student may transfer graduate credit from a regionally accredited institution. Additionally, graduate credit from the American Council of Education (ACE) for National Board Certification may be accepted for elective credit in a Master’s or Education Specialist’s program of study. Maximum graduate credit of six (6) * transferred semester hours may apply toward a Master’s or Education Specialist’s degree provided:

- The institution offers the graduate degree program for which the student has been admitted at Georgia Southern University. (Not required for transfer of ACE transcript credit.)
- An official transcript is sent directly to the College of Graduate Studies from the institution in which the graduate work was taken.
- The credit was earned no more than 7 years prior to the date of completion of the graduate degree.
- The student’s advisor or major professor has to approve the transfer credit as a part of the student’s approved program of study.
- A student pursuing a graduate degree at Georgia Southern University who plans to take graduate courses at another institution as a transient student must complete a Graduate Student Transient Permission Form, which must be approved by the advisor or major professor and the College of Graduate Studies prior to enrolling in the transient courses. This procedure insures that courses taken as a transient student at another institution will constitute a part of the planned program of study. Students who take courses without prior approval are doing so with the possibility that the course may not count in the degree program.
- A degree candidate may not graduate at the end of a term in which (s)he is enrolled as a transient student at another institution. The student, upon request, will be furnished a statement that all requirements for the degree have been completed when the said requirements have been satisfied.
- No grade lower than a "B" in a course earned at another institution may be accepted in transfer credit to count toward a graduate degree at Georgia Southern University.

* Each College of Education program involved in a USG franchise program will allow for additional graduate course credits to be received from other USG institutions involved in the respective franchise. The maximum number of transfer credits allowed will be identified by the specific program, ranging from 9 to 27 semester hours, and will be published in program materials.

MOTION: Dr. Judi Repman moved to approve the Program Revision. Dr. Donna Hodnicki provided the second. The motion to approve the Program Revision was passed.

B. COURSES:

i. College of Liberal Arts & Social Sciences
New Courses
MUSC 5431G – Advanced Instrumental Arranging
MUSC 5432G – Advanced Jazz Arranging
MUSC 7630 – Seminar in Advanced Conducting
MUSC 7631 – Advanced Score Reading Techniques

Course Deletions
MUSC 7431 – Advanced Choral Techniques and Materials
MUSC 7433 – Advanced Instrumental Techniques and Materials

Course Revisions
MUSC 5030G – Selected Topics in Music Literature
MUSC 5430G – Advanced Choral Arranging

**MOTION:** There was discussion and agreement to modify the Course Revisions to include a statement indicating that Graduate students must complete an extra project for the course. Dr. Robert Vogel made the motion to approve the New Course Proposals, Course Deletions, and the modified Course Revisions as submitted by the Music Department. Dr. Vladan Jovanovic moved to second the motion. The motion to approve was passed.

**ii. College of Education**

New Courses
EDAT 7131 – Enhancing Student Performance
EDAT 7132 – Framework for Teaching
EDAT 7133 – Trends, Issues, and Research in Education

**MOTION:** Dr. Judi Repman moved to approve the New Course Proposals submitted by the College of Education for the M.Ed. in Accomplished Teaching. Dr. Maggie LaMontagne moved to second the motion. The motion to approve the New Course Proposals was passed.

**iii. College of Health & Human Sciences**

New Course
NURS 9121 – DNP Role Transition

**MOTION:** Dr. Donna Hodnicki moved to approve the New Course Proposal submitted by the College of Health & Human Sciences. Dr. Maggie LaMontagne moved to second the motion. The motion to approve the New Course Proposal was passed.
VI. **ROUND TABLE DISCUSSION**– Dr. Donna Hodnicki questioned if a subcommittee cannot meet prior to the meeting, how it will impact deadlines for the Graduate Committee? Dr. Mack stated that the Curriculum Committee should meet at a known date and time prior to the Graduate Committee meeting each month. If the COGS Dean or Associate Dean needs to assist in the subcommittee meeting, the chair should email or call Belinda Lucas to arrange for one of them to attend. Dr. Lockwood mentioned the check list, to be sure all bases have been covered. Dr. Jovanovic mentioned the checklist on the web. Hopefully the subcommittees will be a time saver and concerns can be corrected prior to Graduate Committee meeting.

VII. **DEAN’S UPDATE** –

If a current program is going to be online, then it should be submitted to the college curriculum committee and graduate committee as an information item submission. Discussion followed. Candace Griffith from the Provost’s Office was asked to provide a clarification at the next committee meeting regarding what needs to be presented to the committee for action and what would be presented for information only.

Dr. Mack reported that a copy of the Blueprint for Graduate Education has been presented to the Deans. He stated that the report would be presented to the Graduate Committee at the appropriate time.

Graduate Faculty Status – is it the way you actually want it? Currently the way the guidelines are written, it is impossible for the Dean to deny an applicant. Therefore, unnecessary paperwork is being submitted. Should there be a mechanism for removing graduate faculty status or should it be left to Department Chair? Dean Mack asked the Academic Standards Subcommittee to look into this.

New Graduate Student handbook has been revised by COGS Dean and the committee will be asked for input.

Bologna Degrees – 3 years bachelor’s degree in Europe. The GSU policy has been not to accept these degrees and suggested GSU needs to review the acceptance of students with the 3-year degrees. Dean Mack will send additional information to the Graduate Committee.

The Minutes of the October Graduate Committee meeting must be approved by 3:30 p.m. today. Silence implies consent.

VIII. **ANNOUNCEMENTS** – no announcements
IX. ADJOURNMENT

There being no further business, the meeting was adjourned on October 11, 2007 at 10:20 AM.

Respectfully submitted,

Belinda Lucas, Recording Secretary

Minutes were approved on October 11, 2007 by electronic vote of Committee

UNDERGRADUATE COMMITTEE
Chair: Michael Moore

UNDERGRADUATE COMMITTEE
MINUTES
SEPTEMBER 18, 2007
3:15 P.M.

I. CALL TO ORDER
Present: Dr. Alain Lawo-Sukam, Dr. Bruce McLean, Dr. Kathy Thornton, Ms. Lisa Smith, Dr. Michael Moore, Dr. Michael Reksulak, Dr. Patrick Wheaton, Dr. Rebecca Ziegler, Dr. Ron MacKinnon, Dr. Swati Raychowdhury, Ms. Lisa Yocco, Ms. Ann Montalvo
Visitors: Ms. Candace Griffith, Dr. Virginia Richards, Dr. Olivia Carr Edenfield, Dr. Lili Li

Dr. Michael Moore called the meeting to order at 3.18 p.m.

II. WELCOME AND INTRODUCTIONS
Dr. Moore introduced himself, and then asked each person to give their name and the college or division they represent.

III. ORIENTATION
Dr. Moore gave a brief explanation about the Undergraduate Committee.

IV. ELECTION OF NEW CHAIR
Dr. Moore asked for nominations from the members. Dr. Ron MacKinnon nominated Dr. Michael Moore as chair. Dr. Bruce McLean seconded the nomination. Dr. Michael Moore was elected unanimously.
V. APPROVAL OF AGENDA

A MacKinnon/Ziegler motion to approve the agenda was passed unanimously.

VI. COLLEGE OF HEALTH & HUMAN SCIENCES

Dr. Virginia Richards presented the following agenda items for the College of Health and Human Sciences.

Selected Topics Announcements

HLTH 4099S - Selected Topics in Health Science: Introduction to International Nutrition; Over the Tuscan Stove: A Study Abroad Program in Italy

JUSTIFICATION:
This course will provide Georgia Southern University undergraduates with the opportunity for a Study Abroad program to Italy to examine the historic, cultural, and scientific factors of the Italian lifestyle which influence diet and disease.

HLTH 4099S - Selected Topics in Health Science: The Mediterranean Diet; Over the Tuscan Stove: A Study Abroad Program in Italy

JUSTIFICATION:
This course will provide Georgia Southern University undergraduates with the opportunity for a combined Study Abroad to Italy and in-depth seminar course to examine the historic, cultural, and scientific factors of the Mediterranean Diet.

Selected Topics Announcements are for information only. Dr. Rebecca Ziegler asked a question concerning the study of wine - Will drinking be enforced? Dr. Patrick Wheaton, as a student organization advisor, was concerned of any policy violation concerning drinking age. Virginia Richards responded that Dr. Romanchik-Cerpovicz goes by Italian Law and students taste wine at age 18. Students are not allowed to go on the trip if under 18.

VII. OTHER BUSINESS

• None

VIII. ADJOURNMENT

There being no further business to come before the committee, the meeting was adjourned at 3:29 p.m.

Respectfully Submitted,
1. Mike Deal, Registrar, provided an enrollment update. We are at 16,857 students and rising. Currently 408 students above last year's enrollment at this time.

2. Mike also provided us an update for the Eagle Incentive Program and the growing list of participants since its inception in 2004.

3. Susan Davies provided us with an Admissions update noting that dates of meetings had already been distributed.

4. Alan Altany informed us on Faculty Learning Communities with a comparison to last year at this time. Alan also discussed the progress on the upcoming SoTL Conference to be held in November on our campus.

5. There were no additional announcements and the meeting adjourned at 9:35 AM.
Faculty Senate Librarian’s Report November 27, 2007
A summary of business conducted by Faculty Senate committees since the last Faculty Senate Librarian’s report.

Academic Standards Committee
Chair: Brenda Talley
Academic Standards Committee met on October 25, 2007, to consider appeals for early readmission for Spring 2008.

Present at the October 25th meeting were: Onyile Onyile (CLASS), Scott Beck (COE), Brenda Talley (CHHS), Jerry Ledlow (JPHCOPH), Bill Levernier (COBA), Marvin Goss (LIB), Rose Mary Gee (CHHS), Sharon Tracy (CLASS), Anthony V. Parrillo (JPHCOPH) and Wayne Smith (Registrar).

Not present at the October 25th meeting were: Mark Yanochik (COBA), David Rostal (COST), Jim Whitworth (CIT), Bob Fernekes (LIB), Denise Weems (COE), Aimao Zhang (CIT) Connie Murphy (SAEM).

Nine student appeals for early readmission were presented.

One was pre-approved, based on established criteria (2.0 during the prior two semesters or 6 points or fewer down from a 2.0).

Eight were denied early readmission.

Respectfully submitted:
Brenda Talley, interim chairperson, Undergraduate Academic Affairs Committee

ELECTIONS COMMITTEE
Chair: Michael Moore
Senate Elections Committee Minutes
October 11, 2007
COE Dean’s Office-2:00 PM

Attending: Michael Moore, Chair; Elizabeth Downs, John O’Malley, Jake Simons, Debra Skinner
Absent: Margaret Davis, Alain Lawo-Sukam, Carolyn Woodhouse, J.B. Claiborne

The Senate Elections Committee met and passed two motions. Additionally, the Committee made recommendations for Colleges’ consideration.

Motion 1: The Elections Committee approved a proposed University Bylaws change, 110 (Faculty Governance), Section III.7, Add Chair of the Elections to Committee to Senate Librarian’s duties. Rationale: Since we get our faculty numbers from the Provost’s office and the Librarian sits on the Provost’s
Advisory Council, and since the Librarian reports election results already, then it seems as a natural fit.

Motion 2: The Elections Committee approved a proposed University Bylaws change to 110, Faculty Governance, Section 17, (b) Senate elections must be reported to the Senate Librarian by April 1 of each year. Current (b) would become (c) and so on. Rationale: This date allows the Senate Librarian to report election results to the Senate in the April meeting of each year.

Discussion resulted in the recommendation that colleges seek nominations from eligible faculty including both self and peer nominations.

The Committee also approved a recommendation that colleges send a copy of their election committees’ policies and procedures to the Chair of the Senate Elections Committee.

The next meeting was approved to be called in February to discuss college elections’ processes.

Adjourned

Michael Moore
October 12, 2007

FACULTY WELFARE COMMITTEE
Chair: Jean Paul Carton

Library Committee
Chair: Tim Giles
Library Committee meeting, October 24, 2007

Attending: Bede Mitchell (ex officio), Tim Giles (chair, CLASS), Greg Chamblee (COE), John Hatem (COBA), Bernie Huang (COST), Patrick Novotny (CLASS), Iris Durden (for Debra Skinner, LIB), Larry Stalcup (CHHS)

Jonathan Harwell, Collection Development and Assessment Librarian, presented the Library’s newly revised liaison program. Scheduled for full implementation by spring semester, the program has three goals:

- Facilitate consistent, ongoing, two-way communication between Henderson Library and faculty, students, and staff;
- Gather input from GSU entities to inform the continual refinement of the Library’s provision of access to information, collections, and services;
- Build awareness among departments that they have their own dedicated librarian as a resource.
Liaisons to academic departments will keep up with trends in the discipline, provide research assistance and collection development for the relevant subject areas, work closely with faculty to provide customized, course-focused information literacy instruction, and use innovative approaches to communicating about Library services, resources, and policies. Dean Mitchell and Mr. Harwell will be contacting department chairs about presenting the liaison program at department meetings. Library Committee members suggested the liaisons might provide assistance in department computer labs, that the liaisons help the Library collect and exhibit GSU faculty publications whenever possible and appropriate, and invite departments to hold meetings in the library periodically to facilitate the liaisons demonstrating new collections and services.

Associate Dean Ann Hamilton then described the plans for a learning commons on the second floor of the renovated library, which we hope will be completed in time for Fall Semester 2008. The learning commons will combine the functions of traditional reference service and computer/multimedia assistance. The space and furnishings are being designed based on input from students, and is therefore intended to be a flexible, adaptable collaborative study area. The learning commons will be open during each of the Library’s 143 hours of weekly service. Library Committee members emphasized the need to further develop library assistance to students who are unable to visit Henderson Library.

The next meeting is expected to be in early spring semester. Committee members are encouraged to forward agenda topic suggestions to Tim Giles or Bede Mitchell.

Faculty Development Committee
Chair: Clara Krug

Faculty Development Committee
Minutes of the October 22, 2007 Meeting

Clara Krug (Chair) called the meeting to order at 8:05 a.m. Five members were present. Prior to the meeting, all members had received a copy of the ratings of all 43 proposals. First, they discussed the 11 proposals that had received the highest ratings from all eight committee members. Then, they discussed 13 of the remaining proposals. Members approved funding for 18 proposals (42%), for a total of $15,069.46. The meeting ended at 9:30 a.m.

Additional Awards for Improvement of Instruction

Subsequent to the October 22 meeting, committee members learned that they needed to award the $10,500 in additional funding from Provost Linda Bleicken for proposals in the first three funding cycles of the 2007-2008 academic year. After verifying that it was permissible to review proposals for improvement of
instruction and make additional awards, a majority of committee members voted to fund two additional proposals, for a total of eight proposals. That is 32% of the 25 proposals submitted. Krug verified that the two applicants could still use these funds and, during the week of November 11, notified them by phone about the awards. Official letters are forthcoming.

FACULTY SERVICE COMMITTEE
Chair: Jerry Wilson

From: Jerry W. Wilson, COBA, Chair
Cheryl Aasheim, CIT
Cynthia Frost, LIB
Amy Heaston, Associate Provost (ex officio)
Russell Kent, COBA
Jerri Kropp, CHHS
Judith Repman, COE
Jorge Suazo, CLASS
Stuart Tedders, COPH
Lisa Yocco, COST

Service Committee minutes:

The Faculty Service Committee met on Friday, October 26th. The Committee reviewed fourteen grant applications requesting a total of $36,599.13. All fourteen applications were either fully or partially funded. The total amount awarded for the cycle is $22,359.00.

Respectfully submitted,
Jerry W. Wilson
Faculty Senate Representative and Chair, Faculty Service Committee

FACULTY RESEARCH COMMITTEE
Chair: Norman Schmidt
No report submitted

GRADUATE COMMITTEE
Chair: Jill Lockwood

UNDERGRADUATE COMMITTEE
Chair: Michael Moore

UNDERGRADUATE COMMITTEE
MINUTES
OCTOBER 16, 2007
3:15 P.M.

Science & Technology, Room 2122
I. CALL TO ORDER
Present: Dr. Alain Lawo-Sukam, Dr. Brenda Talley, Dr. Camille Rogers, Dr. Donna Saye, Dr. Kathy Thornton, Dr. Leslee Higgins, Ms. Lisa Smith, Ms. Lisa Yocco, Dr. Michael Moore, Dr. Michael Reksulak, Dr. Patrick Wheaton, Dr. Ron MacKinnion, Dr. Swati Raychowdhury, Dr. Amy Heaston, Mr. Wayne Smith, Mr. Tedrick Kelly

Absent: Dr. Alison Scott, Dr. Rebecca Ziegler

Visitors: Ms. Candace Griffith, Dr. Mohommad Davoud, Dr. Don Armel, Dr. Lili Li, Dr. Shahnam Navaee, Ms. Renee Hotchkiss

Dr. Michael Moore called the meeting to order at 3:21 p.m.

II. APPROVAL OF AGENDA
A Saye/Reksulak motion to approve the agenda was passed unanimously.

III. COLLEGE OF LIBERAL ARTS AND SOCIAL SCIENCES
A representative for CLASS was not available to present the following agenda items for the College of Liberal Arts and Sciences. The committee proceeded to discuss these items.

New Courses
ENGL 3232 - The Art of Film Adaptation of Literature
Comparative interpretation of the differences between literature and film and the complex challenges of turning diverse narrative literature into autonomous works of cinema. Prerequisites: A minimum grade of “C” in ENGL 2111 or ENGL 2112. 3 credit hours.

JUSTIFICATION:
This course, crosslisted with FILM 3232, will help build up the Minor in Film Studies by adding an essential and exciting elective to a decidedly limited list of options currently available to students considering or pursuing such a program of study. It is the kind of course routinely offered within Film Studies programs.

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JUSTIFICATION:
This course, crosslisted with ENGL 3232, will help build up the GSU Minor in Film Studies by adding an essential and exciting elective to a decidedly limited list of options currently available to students considering or pursuing such a program of study. It is the kind of course routinely offered within Film Studies programs.

MUSC 5431 - Advanced Instrumental Arranging
Study of issues and techniques in composing arrangements for various types of instrumental ensembles with practical experience. Prerequisite: A minimum grade of “C” in MUSC 2334. 3 credit hours.

JUSTIFICATION:
This course fills the need for an elective course in several graduate and undergraduate music programs for students who wish to become more proficient at making jazz arrangements.

MUSC 5432 - Advanced Jazz Arranging
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A MacKinnon/Higgins motion to approve these new courses was passed unanimously.

Course Revisions
FROM: MUSC 7091 - Selected Topics in Music Literature
Supervised independent study of topics dealing with literature pertinent to a student's applied area. Prerequisite: Permission of the supervising instructor and the department's graduate coordinator.

TO: MUSC 5030 - Selected Topics in Music Literature
Specialized study of a specifically announced area in music literature. Prerequisite: None.

JUSTIFICATION:
This course is being renumbered from the 7000 level to the 5000 level so that it may sometimes be taken by advanced undergraduate students as well as graduate students.

FROM: **MUSC 7334 - Advanced Choral Arranging**  
Prerequisite: None

TO: **MUSC 5430 - Advanced Choral Arranging**  
Prerequisite: A minimum grade of “C” in MUSC 2334.

**JUSTIFICATION:**  
This course is being renumbered to the 5000-level to allow occasional enrollment by advanced undergraduates.

*A MacKinnon/Saye motion to TABLE these course revisions was passed unanimously.*

**Program Revisions**  
**B.A. in Economics**

**JUSTIFICATION:**  
The BA in Economics should be housed in the College of Business rather than in the College of Liberal Arts and Social Sciences. Presently, students in the major are being advised by the College of Business and are taught primarily by professors in Business. For consistency, the major should be moved.

*A MacKinnon/Higgins motion to TABLE this program revision was passed unanimously.*

**B.M. in Music Education (Choral and Instrumental)**

**JUSTIFICATION:**  
The program form submission reflects 4 changes to the B.M. Music Education (Choral and Instrumental) programs.  
1) Deleted from program: ESED 4799 – Student Teaching  
2) Added to program: MUSC 4799 – Student Teaching in P-12 Music Education.  
The Music Education faculty administers and supervises all Music Education Student Teachers. An agreement between CLASS (College of Liberal Arts and Social Sciences) and the COE (College of Education) acknowledges that faculty credit load should reside with CLASS. Therefore ESED 4799 has been replaced with MUSC 4799 to reflect this agreement.  
3) Delete from program: EDUC 3232 –Educational Psychology  
Board of Regents mandated required changes to PPB (Pre-Professional Block - COE Area F). This mandate
required additional courses and credits to the music education program. To alleviate the total program credit load, EDUC 3232 (3 credit) was no longer required. This allowed the MUED program to stay within the acceptable 133 credit hours.

4) Add to program: SPED 3333 – Introduction to Special Education
To meet Special Education standards as set by the PSC, this course must be added to the program. SPED cannot be offered within the Music Department, therefore, content and standards must be met by courses offered by the College of Education.

A Saye/MacKinnon motion to approve this program revision was passed unanimously.

IV. COLLEGE OF EDUCATION
Dr. Michael Moore presented the following agenda items for the College of Education.

Course Revision
FROM: EDUF 2090 - Selected Topics in Educational Foundations
1-3 credit hours.
TO: EDUF 2090 - Selected Topics in Educational Foundations
0-3 credit hours.
JUSTIFICATION:
The change to allow 0 credit hours for this course is being made so that this course can serve as a placeholder in a student's schedule. This will allow time to be blocked out in a student's schedule for completion of the PPB practicum or other experiences that are not billable and do not carry course credit hours.

A Wheaton/MacKinnon motion to approve this course revision was passed unanimously.

V. ALLEN E. PAULSON COLLEGE OF SCIENCE AND TECHNOLOGY
Dr. Shahnam Navaee presented the following agenda item for the Allen E. Paulson College of Science and Technology.

Program Revisions
B.S. Graphic Communications Management
JUSTIFICATION:
The submitted form is for the transfer of the Graphic Communications Management program from the Department of Mechanical & Electrical Engineering Technology in the College of Science and Technology to the Betty Foy Sanders Department of Art in the College of Liberal Arts and Social Sciences. The attached memorandum discloses the details regarding this action.

A Reksulak/Saye motion to approve this program revision was passed unanimously pending receipt of signature from Dean of College of Liberal Arts and Social Sciences.

B.S. Manufacturing

JUSTIFICATION:
This is a request to deactivate the B.S. degree in Manufacturing with a major in Industrial Management with the intention to phase out the program during the next four years. A request for termination of the program will be submitted at an appropriate time prior to 2011. An information item memorandum is attached that discloses the details of this action.

A Saye/Rogers motion to approve this program revision was passed unanimously.

VI. OTHER BUSINESS
• None

VII. ADJOURNMENT
There being no further business to come before the committee, the meeting was adjourned at 4:03 p.m.

Respectfully Submitted,

Caroline D. James
Recording Secretary

SUMMARY OF THE ACADEMIC ADVISORY COUNCIL
Chair: Linda Bleicken

Academic Advisory Council Meeting

Minutes
October 30, 2007
College of Education, Room 1100-J
11:00 AM-12:00 AM

1. Susan Davies provided us with an Admissions update noting that dates of meetings had already been distributed. Susan provided a Recruitment Events update, an Application Report and the 2008 SOAR Calendar. We all loved the new brochures.

2. Mike Deal, Registrar, provided an enrollment update. We are at 16,841 students for Fall 2007. Mike provided an additional enrollment update as well as calendar information for Summer 2008 and Fall 2008. A note that the Fall 2008 calendar shows no classes the week of Thanksgiving 2008.

3. Linda reminded us of the upcoming SoTL Conference to be held November 1-3 on our campus.

4. We received an update From Jayne Perkins Brown from OSRA

5. There were no additional announcements and the meeting adjourned at 12:15 PM.

Michael Moore
Senate Librarian