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Armstrong Faculty Senate Minutes

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3-9-2009

### March 9, 2009 AASU Faculty Senate Minutes

Armstrong State University

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**Armstrong Atlantic State University  
Faculty Senate Meeting  
Minutes of March 9, 2009  
University Hall rm. 156, 12:10 p.m.**

I. Call to Order

Kevin Hampton

Time: 12:19

There were 33 of 40 Senators present, please see Appendix A for roster of attendees.

II. Approval of Minutes

a. February 9 – Approved

Discussion ensued regarding President Jones address, with specific regard to budgetary concerns. Senator White appeals for a greater faculty role in budget matters, specifically bringing the idea of “entrenchment” to the senate, as happens at other institutions and goes beyond the current role of the Planning, Budget, and Facilities Committee. President Hampton states that within the BOR policy, we have Planning, Budget, and Facilities Committee only, and therefore must work within it.

b. February 20 – Approved

III. University Curriculum Committee (Appendix B) – Approved

Rick McGrath

IV. Old Business

a. Bylaws second readings

i. Academic Standards Committee – Approved

ii. Research and Scholarship Committee – Approved with amended language.

Senator Hashemi suggests the committee duties be amended to include the stipulation that non-winning submissions be permitted a review procedure to alert individuals regarding the reasoning behind the lack of award. Dr. Sturz states a review is available per request. Senator Todesca introduces the idea of splitting the committee in an effort to mitigate its power. Senator Hashemi maintains that it should not be an “as requested” review; the responsibility should not be with the submitter to request the review, but rather with the committee to provide it. Senator Hollinger suggests that given the volume of submissions, the possibility that all Principle Investigators may not want a review, and that a mechanism is already in place during the application procedure for the P.I. to request a review be done and returned, amending the language of the committee is unnecessary. Senator Scott suggests the following passage be adjusted. With this adjustment, the bylaws are approved.

FROM

TO

“Also, the committee will determine the recipient of the Alumni Award for Distinguished Faculty Service to the Discipline, coordinate the Student Research and Scholarship Exhibition, and coordinate with the Faculty Development Committee in calling for internal grant proposals, scheduling review processes, and recommending grant recipients.”

“Also, the committee will determine the recipient of the Alumni Award for Distinguished Faculty Service to the Discipline, coordinate the Student Research and Scholarship Exhibition, coordinate with the Faculty Development Committee in calling for internal grant proposals, scheduling review processes, recommending grant recipients, and providing feedback to grant proposal applicants upon request.”

iii. International Programs and Activities Committee – Approved

This item was initially presented to the senate and remanded back for corrections. President Hampton requests that having come back corrected, it move to second reading. Motion to hear as second reading: Approved.

Senator Knofczynski requests a Membership addition/stipulation to ensure interested faculty get appointments to this committee. Senator McGrath and President Hampton suggest that is already the case, as expressed with the faculty's submission of committee preference sheets. Further, Senators Scott and Simmons iterate that the Elections Committee also helps ensure placement of interested parties, as possible, during the populating of this committee.

V. New Business

a. Bylaws first readings

i. Graduate Affairs Committee (Appendix C) – Approved

Senator Nivens suggest the formatting of the committee bylaws align with other committees, Dr. Hendrix responds it will be remedied at the committee's next meeting. Senator Craven requests clarification of total numbers on committee. Dr. Hendrix suggests that as the membership qualification is in flux it cannot be reliably fixed. Senator Scott suggests it would be easier to populate if provided a specific number for membership. Senator Crosby states there are 16 members now

Senator Knofczynski suggests the language of the Mission / Charge section of the bylaws has been mixed-up. Senator Craven responds that after that discussion, posted minutes were clear and approved, reflecting the senate secretary's understanding of the issue and the use of the language going forth from that point.

b. Elections Committee Report (Appendix D)

Vann Scott

As of March 1 deadline 50% of depts. had reported as requested. However that has been rectified for the most part. See report. Senator Scott also makes a point regarding the issue that committee requests will not be plentiful enough to ensure all requests are served; hence the elections com is sending a survey to ensure fair populating. Senator McGrath brings forward clarification re: populating UCC. Senator Scott indicates elections com has not moved forward on the UCC in any case.

c. Faculty Welfare Committee Reports

Hans-Georg Erney

i. Electronic evaluations eFACE (Appendix E)

Dr. Erney reports. Extensive discussion ensues.

Senator White requests clarification regarding the security of the electronic method. Electronic evaluations would be password protected via student's Cove accounts.

Senator Hollinger brings the point that these evaluation concerns are huge considering the weight that the evaluations carry. Further, she suggests that to toy with the delivery method, and get less return, is folly.

Senator Nivens doesn't think paper is necessarily secure and that students don't necessarily provide best caliber of judgment for teaching efficacy; however she concedes the electronic method may appeal to students. Senator Katz details his own travails of lot paper evaluations –

on two separate occasions.

Senator Knofczynski states that CIS has verified they can secure the electronic access and feels this is a more secure method, generally. Senator Larson asks if comments can still be signed in the electronic format, Senator Knofczynski reports they can.

Senator Scott states that a low return can still provide representative data set, there's no statistical difference between grades received on the electronic or paper evaluation. Senator White recalls that Dr. Wong's reported signified a deficiency (in the electronic format) of written comments, thus another element missing. Senator Scott responds that the electronic did include comments, but no analysis was performed regarding the content of comments. Senator Craven suggests that even if security is guaranteed, the comments may not be representative.

Senator Hollinger continues that it would seem, based on the low return of electronic and the weight the evaluation carries, that volume would be desired. She further suggests that control of paper forms is the individual professor's responsibility, she ensures management and safety herself as necessary.

Senator Jensen states that he was the Senate representative on the study committee, and reports that the committee discussed all these issues at length. He further indicates that faculty must advance into the technological age, despite misgivings, as students are used to the medium.

Senator Andrews questions whether or not the faculty be provided opportunity to select their own mechanism during the transition.

Senator Hashemi brings the idea that a time limit should be placed for electronic evaluations availability. Senator Nivens addresses the idea of the evaluation being a requirement to get grade: if it's not required in paper format then how can we require in electronic?

Senator Garrity addresses the "large savings in money," stated as applying to electronic evaluations and asks "how large?" Dr. Whitford estimates the savings at approximately \$60,000 a year. Senator Andrews asks how that's possible, Dr. Whitford replies that cost covers both the physical supplies and staff time in processing

Quorum broken. Measure tabled.

ii. Part time faculty (Appendix F)

d. Constitution & Bylaws Committee

- i. Proposed changes to Bylaws of the Senate (Appendix G)
- ii. Update re: ex officio memberships

e. Additional Items

- i. Senator Thomas brings Senator Craven's item on her behalf (Appendix H)
- ii. Senator Andrews brings an item forth (Appendix I)
- iii. Senator Larson states he has been asked to express concern to the senate over the Research and Scholarship Committee's lack of seeming input on changes regarding the format of competitions.

## VI. Announcements

Senator Knofczynski reports that the Constitution and Bylaws Committee will be sending out a survey.

President Hampton reminds us there's one meeting left of the semester.

## VII. Adjournment

1:27

Respectfully Submitted,  
Jewell Anderson

## Appendix A

### Senators present

Anderson, Jewell  
Andrews, Carol  
Bennett, Katherine  
Butina, Michelle  
Craven, Kathryn  
Crosby, Joey  
Eastman, Sean  
Garrity, April  
Gilbert, Catherine  
Goeser, Priya  
Hampton, Kevin  
Hashemi, Ray  
Hizer, Todd  
Hollinger, Karen  
Horah, Richard  
Jensen, John  
Katz, Frank  
Knofczynski, Greg  
Lander, Jennifer  
Larson, Brett  
Logan, Brenda  
Loyd, Robert  
Mahan, Pamela  
McGrath, Richard  
Moore, Marsha  
Nivens, Delana  
Scott, Vann  
Simmons, Jack  
Skidmore-Hess, Daniel  
Thomas, Patrick  
Todesca, James  
White, Nancy  
Wimer, Greg

### Ex-Officio members present

Whitford, Ellen – VPAA  
Watjen, Russell – VP Enrollment Svsc.  
Finlay, Mark – Int. Dean COLA  
Jodis, Stephen – Asst. Dean COST  
Murphy, Dennis – Assoc. VP Acad. Affairs

Appendix B



**ARMSTRONG ATLANTIC  
STATE UNIVERSITY  
UNIVERSITY CURRICULUM COMMITTEE MEETING**  
University Hall 282  
Minutes, February 18, 2009

**PRESENT:** James Brawner, Patricia Coberly, Sharon Gilliard-Smith, Leon Jaynes, Rick McGrath (Chair), Dorothee Mertz-Weigel, Regina Rahimi, Randall Reese, Leigh Rich (Vice Chair), Jennifer Zettler, Phyllis Panhorst (Catalog Editor)

**ABSENT:** Kimberly Coulton, Ashraf Saad, James Todesca

**GUESTS:** Katherine Bennett, Rhonda Bevis, Myka Campbell, William Daugherty, Monica Rausch, Elwin Tilson, David Wheeler, Zaphon Wilson, Teresa Winterhalter

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The University Curriculum Committee will meet at 3:00 p.m. on Wednesday, February 18 in University Hall 282.

**A G E N D A**

**CALL TO ORDER.** The meeting was called to order at 3:02 p.m. by Dr. Rick McGrath.

**APPROVAL OF MINUTES.** The minutes of January 21, 2009 were approved as presented.

**SECTION I. Undergraduate Items Approved**

The following items were discussed and approved by the committee and are being submitted to the Faculty Senate for final approval.

**I. College of Health Professions**

**A. Respiratory Therapy**

**1. Create the following course:**

**RESP3400 Cardiopulmonary Anatomy and Physiology**

**3-0-3**

**Prerequisite: BIOL 2082 or permission of instructor**

**Description: Emphasis on cardiopulmonary disease resulting from the most commonly seen illnesses in the region, microbiologically mediated disease (including agents, etiology, and issues related to bioterror), trauma, and lifestyle issues such as both indoor and outdoor air quality, sleep disordered breathing, and obesity.**

**Rationale:** BIOL3400 Human Physiology (prerequisite BIOL2082 Human Anatomy and Physiology II) has been offered as an elective biology for the College of Health Professions, and is a requisite course in Respiratory Therapy program. Discussions between faculty in Physical Therapy, Biology, and Respiratory Therapy have noted that

this course was not accepted in any other majors, specifically Biology. It was recommended that this course be dropped and replaced in curriculum with alternate courses that were discipline specific.

**Effective term: Spring 2010**

**CURCAT:**

**Major Department: Radiologic Sciences**

**Can course be repeated for additional credit? No**

**Maximum Number of Credit Hours: 3**

**Grading Mode: normal**

**Instruction Type: Lecture**

**2. Modify the following program of study:**

PROGRAM FOR THE DEGREE OF BACHELOR OF SCIENCE IN RESPIRATORY THERAPY

- C. Related Field Courses 5 hours  
~~BIOL 3400 - Human Physiology~~  
**RESP3400 - Cardiopulmonary Anatomy and Physiology**  
HLPR 2000 - Introduction to Research in the Health Professions

**Effective term: Spring 2010**

**II. College of Liberal Arts**

**A. Criminal Justice, Social, & Political Science**

**1. Modify the following program of study:**

PROGRAM FOR THE DEGREE OF BACHELOR OF ARTS IN LAW AND SOCIETY

- B. Major Field Courses 36 hours  
In addition to the required courses, select six courses in one of three specialized tracks:

Required Courses

- CRJU 3100 - Research Methods *or*
- POLS 4950 - Political Research Methods
- CRJU/POLS 5500U - Law and Legal Process
- POLS 3180 - Constitutional Civil Liberties
- LWSO 2000 - Introduction to Law and Society
- ENGL 4700 - Advanced Composition
- ENGL 5730 - Rhetoric

Track One: Government and Judicial Studies

- CRJU 3140 - Political Crimes
- CRJU 4510 - Advanced Criminal Law
- CRJU 5130U - Political Terrorism
- ECON 3100 - Multinational Economic Enterprises**
- ECON 3450 - Environmental Economics
- ECON 4150 - Money and Capital Markets**
- ECON 4460 - Economic Analysis of the Law**
- ECON 4500 - Public Finance
- ECON 4550 - Public Choice



ECON 5300U - Money and Banking  
**ENGL 3720 - Business and Technical Communications**  
**ENGL 5740U - Technical Editing**  
**ENGL 5800U - Advanced Grammar**  
HIST 3740 - Women in American History  
HIST 5540U - Topics in U.S. Foreign Relations  
HIST 5565U - Topics in the History of American Reform  
POLS 3160 - American Judicial Politics and Strategies  
POLS 3170 - Constitutional Law and the Federal System  
POLS 4150 - American Supreme Court  
POLS 4180 - Administrative Law  
POLS/LWSO 4190 – Environmental Law and Regulations

Track Two: Human Behavior and Law

ANTH 3100 - Anthropology of Sex and Gender  
CRJU 3130 - Hate Crimes and Ordered Liberty  
CRJU 3160 - White-Collar and Organized Crime  
CRJU 3180 - Deviance and Social Control  
CRJU/SOCI 3510 - Family Violence  
CRJU 5200U - Alcohol, Drugs, and Criminal Justice  
CRJU 5300U - Juvenile Delinquency  
ECON 5400U - Economics of Labor  
HIST 3640 - American Social History  
**PSYC 3000 - Human Resources Development Skills**  
PSYC 3030 - Experimental Social Psychology  
PSYC 3110 - Theories of Personality  
PSYC 3280 - Abnormal Psychology  
PSYC 5150U - Conflict Resolution  
PSYC 5200U - Industrial and Organizational Psychology  
**PSYC 5300U - Leadership and Group Dynamics**  
SOCI 3200 - Racial and Ethnic Minorities

Track Three: Social Theory and Philosophy

CRJU 3110 - Critical Theories of Criminal Justice  
ENGL 5815U - Literary Theory  
GWST 5700U - Perspectives in Feminist Theory  
PHIL 3150 - 20<sup>th</sup> Century Philosophy  
PHIL 3200 - Technology, Society, and Human Values  
PHIL 3330 - Philosophy of Religion  
POLS 3320 - American Political Thought  
POLS 3350 - Classics of Political Thought  
POLS/SOCI 3360 – Social Theory  
**PSYC 3000 Human Resources Development Skills**  
PSYC 3030 - Experimental Social Psychology  
PSYC 5150U - Conflict Resolution  
SOCI 3150 - Sociology of the Family

Rationale: As an interdisciplinary program, the LWSO major benefits from an expansion of offerings to include additional coursework in economics, English, and psychology. In particular, Dr. Wong has suggested the courses related to management and interpersonal communication are appropriate for the major. The need for LWSO 4190 is evident in light of the track objectives and in the increasing emphasis on environmental regulations at the federal and state levels of government, and in NGOs.

**Effective term: Fall 2009**

**2. Change Progress Requirements for degree:**

**Progress Requirements**

All department majors must earn a C or better in all courses ~~taken in their discipline and~~ **required in the program, including courses used to complete Area F in the core and Related Field Courses. All majors** are required to take an exit examination (the Major Field Test for their respective field) prior to graduation. All courses in the minor also require a C or better.

Rationale: This change takes care of some confusion regarding our Area F courses and Related Field Courses and makes our expectations obvious. This is an increase in our academic standards and puts our requirements on a par with other departments in the College of Liberal Arts.

**Effective term: Fall 2009**

**B. Gender and Women's Studies**

**1. Create the following course:**

**GWST 4700 Gender and Women's Studies Internship** 0-V-3

**Prerequisite: English 2100, GWST 1101, and either GWST 2101 or GWST 2200**

**Description: Individually designed project involving off campus study and research with an appropriate agency. Project may be completed in one semester, during which time the student will be under joint supervision of the sponsoring agency and the faculty supervisor. Upon completion of the internship the student will present a formal written report to the sponsoring faculty supervisor and the GWST program coordinator. Limited to GWST majors.**

Rationale: The course will provide students in the major an opportunity to integrate service-learning components of GWST into their program of study. It will allow them to integrate their previous course work with their career goals and to evaluate a place for their undergraduate major in those pursuits.

**Effective Term: Summer 2009**

**CURCAT:**

**Major Department: GWST**

**Can course be repeated for additional credit? No**

**Maximum Number of Credit Hours: 3**

**Grading Mode: normal**

**Instruction Type: practicum**

**2. Modify the following program of study:**

**PROGRAM FOR THE DEGREE OF BACHELOR OF ARTS IN GENDER AND WOMEN'S STUDIES**

**B. Major Field Courses**

Minimum of 39 hours at 3000 level or above

Required Courses in the Major Field

GWST 5700U - Feminist Theory

15 hours

GWST 4900 - Junior/Senior Seminar  
GWST/SOCI 5600U - Sociology of Gender  
FILM 5040U - Women and Film  
HIST 3740 - History of American Women  
Additional Major Field Courses

**List A: Arts and Humanities (3000 or above)**

**6 hours**

Choose from:

ARTS 5760U - History of Photography  
ARTS 5770U - Art and Identity  
ENGL 5340U - Literature by Women  
ENGL 5355U – Black Women Writers  
FILM 5025U – Popular Culture Theory and Criticism  
**GWST 4700 Gender and Women’s Studies Internship**  
GWST 5000U - Topics in Gender and Women’s Studies  
GWST 5500U - Topics in Women’s Leadership  
HIST 5660U - Topics in the History of Women and Gender in America  
HIST 5670U - Topics in the History of Women and Gender in Europe

**List B: Social/Behavioral Sciences and Health Professions (3000 or above)**

**6 hours**

Choose from:

**GWST 4700 Gender and Women’s Studies Internship**  
NURS 3355 - Women’s Health  
COMM 5500U - Communication between the Genders  
PSYC 3100 - Human Sexuality  
PUBH 5570U - Women and Minority Health Issues  
PUBH 5575U - Health and Sexuality Education  
SOC 3150 - Sociology of the Family  
SOC 3300 - Social Stratification  
SOC 3800 - Sociology of Sexuality

Rationale: Internships in Gender and Women’s Studies are important for students in both the Arts and Humanities, and Social Sciences concentrations.

**Effective Term: Summer 2009**

**C. Languages, Literature, & Philosophy**

**1. Create the following course:**

**ENGL 3710 Freelance Writing and Publication**

**3-0-3**

**Prerequisite: ENGL 2100**

**Description: A study of the scope of freelance writing including review of industry terminology, identification of commercial opportunities for publication, and preparation of commercially viable manuscripts for publication in newspapers and magazines.**

Rationale: Freelance writing and publishing, both in print media and on the Internet, are fast growing fields in professional communications. Most of our Professional Communication Track students will work, in one form or another, as freelance writers. No current course offerings address the need for such a course.

**Effective Term: Fall 2009**

**CURCAT:**

**Major Department: Languages, Literature, and Philosophy**

**Can course be repeated for additional credit? No**

**Maximum number of Credit Hours: 3**

**Grading Mode: Normal**

**Instruction Type: Lecture**

**2. Create the following course:**

**ENGL 4760 Scriptwriting**

**3-0-3**

**Prerequisite: ENGL 2100**

**Description: Workshop format. The writing and critiquing of scripts for television, film or theater.**

Rationale: Many students in the Professional Communication Track are preparing for careers in television (broadcast journalism or television production), creative writing, or film studies. These students will benefit from a greater understanding of how writing for television, film, or stage production differs from the writing done in other genres. No current course offerings address this need.

**Effective Term: Fall 2009**

**CURCAT:**

**Major Department: Languages, Literature, and Philosophy**

**Can course be repeated for additional credit? No**

**Maximum number of Credit Hours: 3**

**Grading Mode: Normal**

**Instruction Type: Lecture**

**3. Create the following course:**

**JOUR 3200 Introduction to Print and Online Media**

**3-0-3**

**Prerequisite: ENGL 2100**

**Description: Overview of print media, with introduction to journalistic writing, layout design, photography, and media publication skills.**

Rationale: This course will facilitate the need in our department for journalism students to broaden their scope of understanding and experience in the field. No current course offerings address the need for such a course.

**Effective Term: Fall 2009**

**CURCAT:**

**Major Department: Languages, Literature, and Philosophy**

**Can course be repeated for additional credit? No**

**Maximum number of Credit Hours: 3**

**Grading Mode: Normal**

**Instruction Type: Lecture**

**4. Create the following course:**

**JOUR 3450 Editing and Markup**

**3-0-3**

**Prerequisite: JOUR 3430**

**Description: Selection and preparation of written and pictorial material for newspapers and related media.**

Rationale: Facilitate the need in our department for journalism students to broaden the scope of understanding and experience in the field. No current course offerings address the need for such a course.

**Effective Term: Fall 2009**

**CURCAT:**

**Major Department: Languages, Literature, and Philosophy**

**Can course be repeated for additional credit? No**

**Maximum number of Credit Hours: 3**

**Grading Mode: Normal**

**Instruction Type: Lecture**

5. Create the following course:  
JOUR 4100 Public Affairs Reporting 3-0-3  
Prerequisite: JOUR 3430  
Description: Examination of the processes of local, state, and national government from a news reporter's perspective.

Rationale: Facilitate the need in our department for journalism students to broaden the scope of understanding and experience in the field. No current course offerings address the need for such a course.

**Effective Term: Fall 2009**

**CURCAT:**

**Major Department: Languages, Literature, and Philosophy**

**Can course be repeated for additional credit? No**

**Maximum number of Credit Hours: 3**

**Grading Mode: Normal**

**Instruction Type: Lecture**

6. Delete the following course:  
~~JOUR 3270 Journalism Lab 0-3-1~~

Rationale: This lab will be part of the revised JOUR 3430 News Writing and Reporting.

**Effective Term: Fall 2009**

7. **Modify the following course:**  
JOUR 3430 ~~Journalistic~~ News Writing and ~~Editing~~ Reporting 3-0-3  
Prerequisite: ENGL 2100  
Description: Techniques of modern journalism; emphasis on writing for newspapers and magazines. **basic news reporting and writing and an introduction to advanced practices, with practical assignments in the media.**

Rationale: The new title more precisely describes the current course focus, and also more closely parallels current journalism school degree requirements.

**Effective Term: Fall 2009**

8. **Modify the following course:**

Description: A seminar on ~~the impact of the media on the world today~~ **important contemporary issues in journalism. Varying topics may include** ~~Emphasis on~~ rights and responsibilities of journalists, censorship, media control, propaganda and other current issues.

Rationale: The new description is better suited to the repeatable nature of the course. The course is now repeatable.

**Effective Term: Fall 2009**

**CURCAT:**

Major Department: Languages, Literature, and Philosophy

Can course be repeated for additional credit? ~~No~~ **Yes**

Maximum number of Credit Hours: ~~3~~ **6**

Grading Mode: Normal

Instruction Type: Lecture

**9. Modify the following program of study**

**PROGRAM FOR THE DEGREE OF BACHELOR OF ARTS IN ENGLISH  
(~~Communications~~)-ENGLISH/PROFESSIONAL COMMUNICATION**

**A. General Requirements**

Core Areas A, B, C, D, and E .....42 hours

Area F .....18 hours

ENGL 2100 - Literature and Humanities (unless taken in area C)

~~Two~~ **One** courses (~~three~~ **two** if ENGL 2100 is taken in area C) selected from:

ENGL 2121 - British Literature I

ENGL 2122 - British Literature II

ENGL 2131 - American Literature I

ENGL 2132 - American Literature II

**COMM 2280 Speech Communication**

Foreign Language 1002 - Elementary Language II

Foreign Language 2001 - Intermediate Language I

Foreign Language 2002 - Intermediate Language II

Physical Education .....3 hours

**B. Major Field Courses .....36 hours**

ENGL 3700 - Introduction to Communications

**ENGL 3710 Freelance Writing and Publication**

ENGL 3720 - Business and Technical Communication

ENGL 5730U – Rhetoric

**ENGL 4990 Internship (3-9 hrs)**

**Three to nine semester hours of upper division courses (3000-level or above) in ENGL, FILM, or JOUR.**

~~JOUR 3430 – Journalistic Writing and Editing~~

~~One course selected from:~~

~~ENGL 5740U – Technical Editing~~

~~ENGL 5750U – Publication Design~~

~~One course selected from:~~

~~THEA/COMM 3800 – Introduction to Video Production~~

~~JOUR 3270 – Journalism Lab (requires completion of three one-credit courses)~~

- ~~—One course selected from:~~
- ~~—COMM 3060—Public Relations~~
- ~~—ENGL 4700—Advanced Composition~~
- ~~—JOUR 4000—Topics in Journalism~~
- ~~—One course selected from:~~
- ~~—ENGL 4740—Creative Writing (Poetry)~~
- ~~—ENGL 4750—Creative Writing (Fiction)~~
- ~~—One FILM course~~
- ~~—Choice of two upper division courses from ENGL, COMM, or FILM~~
- ~~—ENGL 4990—Internship~~
- ~~—or~~
- ~~—ENGL 5990U—Capstone Course~~

Select twelve semester hours from one of the following track options:

**Technical Communication**

- ENGL 4700 Advanced Composition**
- ENGL 5710 Writing for Nonprofits**
- ENGL 5740 Technical Editing**
- ENGL 5750 Publication Design**
- COMM 3060 Public Relations**

**Creative Writing**

- ENGL 4740 Creative Writing (Poetry)**
- ENGL 4750 Creative Writing (Fiction)**
- ENGL 4760 Scriptwriting**
- ENGL 5760 Literary Nonfiction**
- ENGL 5770U Advanced Creative Writing, Poetry**
- ENGL 5780U Advanced Creative Writing, Fiction**
- ENGL 5425U American /British Poetry**

**Journalism**

- JOUR 3200 Introduction to Print and Online Media**
- JOUR 3430 News Writing and Reporting**
- JOUR 3450 Editing and Markup**
- JOUR 4000 Topics in Journalism (Repeatable to 6 hrs)**
- JOUR 4100 Public Affairs Reporting**

**Film Studies**

- THEA 3800 Video Production I**
- THEA 3810 Video Production II**
- FILM 3400 History of Film**
- FILM 3500 Introduction to Film**
- FILM 5010U Topics in Film**
- FILM 5025U Popular Culture Theory and Criticism**
- FILM 5030 Television Theory and Criticism**
- FILM 5035U Film Theory and Criticism**
- FILM 5040U Women and Film**
- FILM 5510U Film and Literature**

C. Related Field Courses .....15 hours

Courses numbered 3000 or above within the College of Liberal Arts

D. Elective Hours .....9 hours

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Total Semester Hours .....123 hours

**Rationale:** The revised title of the track more closely reflects the direction of our program. The revise and expanded track would better prepare students professionally for careers in

journalism, film studies, television broadcasting, public relations, creative writing, editing, technical communication, and promotional activities within the nonprofit sector.

**Effective Date: Fall 2009**

## **SECTION II. 5000-level Items Approved**

The undergraduate components of the following items were discussed and approved by the committee. They are being submitted to the Graduate Curriculum Committee for approval of the graduate components.

### **I. College of Liberal Arts**

#### **A. Languages, Literature, & Philosophy**

##### **1. Create the following course:**

ENGL 5710U/G Writing for the Nonprofit Sector

3-V-3

Undergraduate Prerequisite: ENGL 3720

Graduate Prerequisite: None

Description: Techniques for writing for local and national nonprofit organizations.

Possible service learning component.

Rationale: Nonprofit writing and marketing are viable career options for students majoring in professional communication. Skills acquired in this class will be useful in writing for nonprofits, as well as other careers. The focus will be on writing grants, but students may also learn how to write press releases, public service announcements, position papers, reports or other public relations materials. In the technical communication track, no classes exist that focus solely on writing in this field. Graduate students will be expected to supplement undergraduate course work with additional assignments such as oral presentation, leadership of class discussions, advanced investigation of primary texts and supplemental research projects.

**Effective Term: Fall 2009**

**CURCAT:**

**Major Department: Languages, Literature, and Philosophy**

**Can course be repeated for additional credit? No**

**Maximum number of Credit Hours: 3**

**Grading Mode: Normal**

**Instruction Type: Lecture**

##### **2. Create the following course:**

**FILM 5030U/G Television Theory and Criticism**

**3-0-3**

**Undergraduate Prerequisite: ENGL 2100**

**Graduate Prerequisite: None**

**Description: Critical examination of various aspects of television, such as genres, social implications, historical significance, and modes of production.**

Rationale: The course expands our film offerings into the growing field of Television Studies and provides an additional option for film minors and students in the newly revised Professional Communications track of the English Major. Graduate students will be expected to supplement undergraduate course work with additional assignments such



as oral presentation, leadership of class discussions, advanced investigation of primary texts and supplemental research projects.

**Effective Term: Fall 2009**

**CURCAT:**

**Major Department: Languages, Literature, and Philosophy**

**Can course be repeated for additional credit? No**

**Maximum Number of Credit Hours: 3**

**Grading Mode: Normal**

**Instruction Type: Lecture**

### **SECTION III. Items Remanded or Rejected**

The following items were discussed and either remanded or rejected by the committee. See individual items for details.

#### **I. College of Health Professions**

##### **A. Communication Sciences and Disorders**

##### **1. Create the following courses:**

- a. **CSDS 1001 American Sign Language I** **3-0-3**

**Prerequisites: none**

**Description: Introduction to the structure of American Sign Language, as well as to the history and culture of the Deaf Community. Includes use of signs, finger spelling, body language and facial expressions Grammar is introduced in context, with an emphasis on developing question and answer skills.**

- b. **CSDS 1002: American Sign Language II** **3-0-3**

**Prerequisite: CSDS 1001 or equivalent or permission of instructor**

**Description: This course is designed to increase recognition and recall need to improve conversational skills in ASL to a functional level for expressive and receptive use. Content will provide greater knowledge of the grammar, syntax and other aspects of the language.**

- c. **CSDS 2001 American Sign Language III** **3-0-3**

**Prerequisites: CSDS 1001 and CSDS 1002 or permission of instructor**

**Description: This course is a continuation of American Sign Language, expanding the emphasis on ASL grammar, vocabulary development, and Deaf culture. Dialogue, short stories, narratives, and short conversation, both receptive and expressive, will be featured through the course.**

**Rationale:** These three courses are being added to the list of courses offered by the department. These courses are not required but will be offered as electives to students in the major and other interested AASU students.

**Effective term: Fall 2009**

**CURCAT:**

**Major Department: Communication Sciences & Disorders**

**Can course be repeated for additional credit? No**

**Maximum Number of Credit Hours: 3**

**Grading Mode: normal**  
**Instruction Type: Lecture**

**Discussion: All items from the Department of Communication Sciences and Disorders were tabled until next month due to lack of departmental representation at the meeting.**

**B. Radiologic Sciences**

**1. Create the following course:**

**HLPR 2020 Health Care Ethics**

**(2-3)-0-(2-3)**

**Prerequisite ENGL 1102**

**Description: Interdisciplinary examination of the relation between ethical theory and moral practice in health care.**

Rationale: This course offering will enhance options for students by tailoring discussion topics to ethical issues in the health care environment. The course will be a COHP interdisciplinary course offering. If approved by the university, consent will be requested from the Board of Regents to be used in AREA B of the core.

**Effective Term: Summer 2009**

**CURCAT:**

**Major Department: Radiologic Sciences**

**Can course be repeated for additional credit? No**

**Maximum Number of Credit Hours: 3**

**Grading Mode: normal**

**Instruction Type: Lecture**

**Discussion. The item was remanded, as no syllabus was provided and questions regarding expected enrollment and viability outside of Area B could not be answered. The committee requested that the item be brought back next month with more information.**

**OTHER BUSINESS**

**1. Final approval procedure.**

The Faculty Senate did not act on the motion approved by the UCC in January because it did not take into consideration the line of communication with the President. For the time being the final approval procedure will remain as it is.

**2. Course repeat policy**

Dr. Rahimi distributed some information obtained from Mr. Andy Clark in Institutional Research. The subcommittee talked with Greg Anderson about the feasibility of implementing a repeat policy through Banner. Mr. Anderson suggested it may be a simple fix. It was suggested that the decision on whether to implement a repeat policy should be decided for each class at the department level, since there are some programs where retakes are not a concern. It was also reported that Georgia Southern just put a limit on number of withdrawals.

It was suggested that a graded policy, offering ranked choices, should be given to the Senate in the recommendation the committee ultimately makes, offering the Senate a range of possibilities.

**3. Associate of Science**

The Associate of Science was passed by the Board of Regents. Dr. Whitford asked that the committee make a recommendation on where it should be placed in the undergraduate catalog. Since the intent of the degree is to prepare GTREP and RETP students for transfer, and since the program of study was originally put forward through the Engineering Studies program, the committee recommends that the program of study be placed in the Engineering Studies section of the catalog. The recommendation was moved, seconded, and approved.

#### **4. UCC Bylaws**

Dr. Leigh Rich spoke with Dr. Anne Thompson about the committee bylaws and SACS accreditation. Our bylaws meet SACS standards as they are. The Senate is currently doing some rewrites of other sections of the bylaws, however, so we should probably wait on the revisions previously discussed.

**ADJOURNMENT.** The meeting was adjourned at 4:41 p.m.

Respectfully submitted,

Phyllis L. Panhorst  
Catalog Editor and Committee Secretary

## **Appendix C**

### **Graduate Affairs Committee**

#### **Bylaws**

##### **Mission**

The Graduate Affairs Committee, serving as the official representative of the Graduate Faculty, will exercise jurisdiction over all matters related to graduate-level programming at Armstrong Atlantic State University.

##### **Duties**

The committee will:

1. act on behalf of the Graduate Faculty except as specified elsewhere in the Bylaws;
2. develop, review, and keep current all policies and procedures affecting graduate-level recruitment, admissions, progression through programs, retention, and graduation;
3. approve the list of graduate students for fall and spring commencements;
4. receive reports from the Graduate Student Coordinating Council;
5. establish and maintain the following subcommittees, and receive and act upon their recommendations:
  - o Graduate Faculty Status Subcommittee
  - o Graduate Student Appeals Subcommittee
  - o Graduate Curriculum Subcommittee
6. report to the Senate regarding all matters related to graduate school programming;

##### **Meetings**

Regularly scheduled meetings will convene during fall and spring semesters at least once per month from August through April. Special meetings may be called by the Vice President for Academic Affairs, the Associate Vice President for Academic Affairs, or the Chair of the committee in consultation with the membership.

##### **Reports**

Upon approval of the minutes from each meeting, the committee will report its actions to the Senate, including all actions originating from its various subcommittees.

##### **Membership**

The committee will be composed of one graduate faculty member with associate or full graduate faculty status from each of the following graduate programs: early childhood education, middle grades and secondary education, adult education, special education, communication sciences and disorders, health services administration, public health, sports medicine, nursing, physical therapy, criminal justice, history, liberal and professional studies, and computer science. In addition, two additional at-large members will be included from disciplines not otherwise represented on this committee. The chief officer of the School of Graduate Studies, Academic Deans (or their designees), and the Advisor to the

Graduate Student Coordinating Council serve as *ex-officio*, non-voting members of the committee.

### **Graduate Faculty Status Subcommittee**

Charge: The Graduate Faculty Status Subcommittee will make recommendations to the Graduate Affairs Committee regarding the granting of graduate faculty status.

Duties: The subcommittee will review and submit recommendations concerning proposals for categories of graduate faculty status, appointment criteria in each category, procedures whereby graduate faculty applications are reviewed by the subcommittee, and graduate faculty applications submitted in accordance with adopted policies and procedures.

Meetings: This subcommittee will meet monthly (August through April) unless otherwise specified or required.

Reports: All subcommittee recommendations are reported to the Graduate Affairs Committee for approval.

Membership: The subcommittee will be composed of five members as approved by the Graduate Affairs Committee. A chair of this subcommittee will be determined at the first Graduate Affairs Committee meeting of the academic year.

### **Graduate Student Appeals Subcommittee**

Charge: The Graduate Student Appeals Subcommittee will make recommendations to the Graduate Affairs Committee involving graduate student academic appeals issues.

Duties: The subcommittee will develop and submit recommendations to the Graduate Affairs Committee concerning policies and procedures for graduate student appeals. The subcommittee will supervise the formal adjudication of any such appeals, and may serve in an advisory capacity to the Academic Standards Committee of the Faculty Senate.

Meetings: As needed or requested by the Chair of Graduate Affairs Committee

Reports: All subcommittee recommendations are reported to the Graduate Affairs Committee.

Membership: The subcommittee will be composed of five members as approved by the Graduate Affairs Committee. A chair of this subcommittee will be determined at the first Graduate Affairs Committee meeting of the academic year.

### **Graduate Curriculum Subcommittee**

Charge: The Graduate Curriculum Subcommittee will make recommendations to the Graduate Affairs Committee involving graduate curricula issues

Duties: The subcommittee will make recommendations concerning general curricular policies and procedures, consider all proposals for new graduate degrees, programs, majors, and courses, and review all actions of college and university curriculum committees pertinent to graduate education.

Meetings: This subcommittee will meet monthly (August through April) unless otherwise specified or required.

Reports: All subcommittee recommendations are reported to the Graduate Affairs Committee for approval.

Membership: The subcommittee will be composed of five members as approved by the Graduate Affairs Committee. Subcommittee membership will be structured as follows: one member from the College of Health Professions, one member from the College of Liberal Arts, one member from the College of Science and Technology, one member from the College of Education, and one at-large member. A chair of this subcommittee will be determined at the first Graduate Affairs Committee meeting of the academic year.

## Appendix D



**Date:** 3/9/2009

**To:** Faculty Senate

**Cc:** Senate Elections Committee

**From:** Dr. Vann Scott, Chair of Senate Elections Committee

**RE:** Election of Senators for Academic Year 2009/2010

As of March 1, only 50% of the departments had reported their result election results. By the morning of 3/9/09, all but 2 of the 12 departments had reported their (complete) elections results.

<b>Senators and Alternates elected to 3 year terms beginning August 2009</b>		
<b>Department</b>	<b>Senator</b>	<b>Alternate</b>
Biology	Scott Mateer	Traci Ness
Chemistry, Physics	Suzy Carpenter	Richard Wallace
Criminal Justice, Social, & Political Science	?	Becky Da Cruz
Computer Science	Daniel Liang	Joy Reed
Dental Hygiene	Laurie Bryant	Suzanne Edenfield
Health Sciences	Bob LeFavi	Rod McAdams
Library	Kathryn Farley	Caroline Hopkinson
Languages, Literature, Philosophy	Kalenda Eaton Hans-Georg Erney	Teresa Winterhalter Tony Morris
Middle & Secondary Education	Patrick Hannigan	Ed Strauser
Nursing	Carole Massey	Ms. Susan Sammons
Physical Therapy	Andi-Beth Mincer	George Davies
Special & Adult Education	Beth Childress	Dr. Patricia Coberly

## Appendix E

### Faculty Welfare Committee Report on eFACE

In response to the Senate's charge to study the issue of electronic faculty evaluations, the Faculty Welfare Committee is making the following recommendation:

The Committee recommends the adoption of eFACE with reservations. The committee is concerned about the lower student response rates seen in the pilot run of eFACE, and thus recommends that some measures be put in place to maximize student response (such as a pop-up when students log into Pirate's Cove asking if they want to do the evaluation). Another concern is the disconnect that may occur between the student and class if the evaluation does not occur during the class period. With these reservations noted, the committee acknowledges the benefits of switching to eFACE, including: the large savings in money and time, increased security of the forms, and rapid data return. This, in combination with the lack of statistical difference in the evaluations faculty received on eFACE vs. FACE in the pilot study, leads the committee to recommend the adoption of eFACE.



## Appendix F

### Faculty Welfare Committee Report: Recommendations Regarding Part-Time Faculty

- **Have a Full-Time Faculty designee from each academic department serve as the Part-Time Faculty Coordinator/Mentor for their Department.** This faculty designee would help to provide the Part-Timers in their department with both the Departmental & University information & tools needed to do their job.

An evening point of contact person for Part-Timers questions would also be useful.

- **Send out a call from the top for all departments to do everything they can to ensure Part-Time Faculty have access to the same information & tools as Full-Time faculty**

Examples of needs include: Is there any Evening CIS Tech Support contact for Faculty? How do Part Timers get access to their Departments AV equipment after hours – key to storage rooms? Functional office spaces with updated, networked computer / phone access? Banner/Ship accounts for all Part-Timers?

- Creation of a **Part-Time Faculty Webpage**

This webpage should contain critical information for Part-Timer faculty teaching needs / responsibilities, as well as include a compilation of information resources and links to campus-wide resources. Specific contact information for Enrollment Services staff with their areas of responsibility would be useful. A prominent link to this page will be critical so that Part-Timers short on time may find it. One suggestion would be to put it under the AASU homepage's "Faculty/Staff" resources listing.

- Promote a **University "Perks Package"** for under-paid Part-Timers to encourage them to spend time on campus & foster sense of belonging. Such a package could include: Free Faculty/Staff Parking Pass, Option to join the Recreation Center at Faculty/Staff rate, Discount/Free admission to basketball games, Art, Music, Theatre events, etc

## Appendix G

### Constitution & Bylaws Committee Proposed Clarification of the Bylaws of the Senate

11/20/08

#### I. Article X: Operational Framework for the Standing Committees of the Senate

~~Section H: Where committee structure provides for student membership, student members shall be selected by the Student Government Association for one-year terms. They shall be voting members of the committees.~~

**Where committee structure provides, students shall serve on Standing Committees of the Senate for one-year terms. Unless otherwise specified in the individual Bylaws of each Standing Committee of the Senate, 1) students shall have voting rights on all Standing Committees of the Senate which allow for student members; 2) undergraduate student members will be nominated by the Student Government Association, and graduate students will be nominated by the Graduate Student Council.**

Rationale: The issue of how student representatives are appointed to Standing Committees of the Senate may vary in different committees. Some committees will have graduate students serving on them. The issue of voting rights of student representatives will vary for different committees.

#### II. Article IX: Committees of the Senate

##### Section A: Steering Committee

Membership: Membership is composed of the officers of the Senate. In addition, one Senator each from the College of Arts and Sciences **Science & Technology**, the College of Education, the College of Health Professions, and the ~~School of Computing~~ **College of Liberal Arts** shall be appointed by the President of the Senate. The appointed members shall be confirmed by the Senate at its first meeting in the fall. The Parliamentarian shall serve as an ex officio, non-voting member. The President of the Senate shall chair this committee.

Rationale: Colleges were restructured.

## Appendix H

To: The Faculty Senate

From: Kathryn Craven, Patrick Thomas, Helen Taggart, Karen Hollinger, Jewell Anderson, Kevin Hampton, and Robert Loyd

Re: Proposed change to the constitution regarding senate alternates

Faculty Senate Constitution  
Original Text

### SECTION G. Terms and Elections

Senators and alternates shall each be elected for a three-year term. Each department shall have an alternate for each Senator. The alternate may vote only when substituting for the Senator. Should a Senator be unable to fulfill his or her duties, the alternate will replace that Senator for the term. Each department shall adopt a procedure for the recall of a Senator and shall submit the procedure to the Secretary of the Senate.

Each department shall elect its Senators and notify the Secretary of the Senate not later than March 1 of each year. Senators begin their term of service at the beginning of the fall semester following their election to the Senate.

Special elections may be called if a Senator and alternate are not able or eligible to fulfill a Senate term.

### Article 1-Section G – Terms and Elections

#### Proposed changes to Paragraph 1

Senators shall be elected for a three year term and alternates shall be elected to a one year term. Each department shall have one alternate for each Senator. The alternate may vote only when substituting for the Senator. Should a Senator be unable to fulfill his or her duties, an alternate will replace the Senator for the remainder of their term. Each department shall adopt a procedure for the recall of a Senator and shall submit the procedure to the Secretary of the Senate.

(no changes to the rest of Section G)

Each department shall elect its Senators and notify the Secretary of the Senate not later than March 1 of each year. Senators begin their term of service at the beginning of the fall semester following their election to the Senate.

Special elections may be called if a Senator and alternate are not able or eligible to fulfill a Senate term.

#### Rationale:

There has been confusion over the number of alternates a department should have, this change clarifies, one per Senator. One year terms for alternates encourages the willingness of faculty to serve as alternates, makes it possible for recently retired Senators to become alternates and should facilitate filling vacancies for Senators in small departments.

## Appendix I

We request that the Steering Committee of the AASU Faculty Senate consider the following proposal for placement and study within its committee structure:

External teaching/research grants and post doctoral fellowships provide opportunities for faculty to advance their scholarship while enriching the academic environment and increasing the university's prestige. To foster these ends, the university should offer financial support to a faculty member who receives such an award to prevent financial hardship on the recipient. The aware recipient's annual salary should not be significantly reduced as a result of accepting such an award; rather, it should, especially for junior faculty, remain at the same level, and for senior faculty, at a level negotiated by the faculty member, the department head, and the Vice President. In either case, faculty benefits would not be affected.

Rationale: Such an approach supports and encourages faculty to seek out external funding sources, which are particularly important in the current economic climate. Receiving such a grant should aid the university without jeopardizing the salary and benefits of the faculty member.

Carol Andrews  
Karen Hollinger

March 9, 2009