

10-20-2008

## October 20, 2008 AASU Faculty Senate Minutes

Armstrong State University

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**Armstrong Atlantic State University**  
**Faculty Senate Meeting**  
**Minutes of October 20, 2008**  
**University Hall rm. 156, 12:10 p.m.**

**I. Call to Order** the meeting was called to order at 12:12 p.m. by President Kevin Hampton. There were 39 of 40 senators present. Please see Appendix A for the roster of attendees.

**II. Approval of Minutes**

Senator Nancy White suggested clarification re: Faculty Salary Survey Study. Changed. Approved.

**III. Welcome**

AASU President Thomas Z. Jones

President Jones offered congratulations on the Senate's establishment and working toward shared governance. Budget cuts were presented as 6% total: 5% from operating, 1% from employees, primarily via benefits with concerns of further reductions. The situation will continue to be monitored but will likely not be solved until after the November presidential election. President Jones suggested perusing the AJC for information regarding state revenue as that reflects where our budget situation is going. Senator McGrath queried whether or not tuition increase had been considered, President Jones responded that while an increase is not anticipated exactly, some tuition adjustments are being considered.

**IV. Old Business**

Kevin Hampton

**A. E-Face Report Committee Assignment**

Committee on Committees

Assigned to Faculty Welfare Committee

**B. Salary Study Committee Assignment**

Committee on Committees

Assigned to Faculty Welfare Committee

**C. Course Repeating Policy Committee Assignment**

Committee on Committees

Assigned to University Curriculum Committee

**D. Report on Faculty Forum**

Bob Loyd & Jewell Anderson

Jewell Anderson and Bob Loyd reported on attendance and discussion at the event, with specific regard to lack of attendance and detailing senate procedures to the faculty. Senator White queried regarding the type of questions that were asked by the faculty during the questions and answer portion, Senator Anderson responded that the presence and disposition of anonymous comments was discussed.

**E. Bylaws Revision Updates**

Committee on Committees –Brenda Logan

Constitution and Bylaws Committee –Greg Knofczynski

Chair Logan expressed delight with her committee members and the work they have so far accomplished. Chair Knofczynski reiterated that sentiment for himself, and reminded all parties that bylaws are inevitably remanded back to committee at least once, and that bylaws

revision processes are the committees' opportunities to speak up and change what they don't like.

## **V. New Business**

### **A. Presidential Search**

President Thomas Z. Jones

President Jones offered commentary regarding procedure for replacing him when he retires from AASU in June 2009.

### **B. Part Time Faculty (Appendix B)**

Marsha Moore

Senator Moore provided insight and submitted a report regarding the concerns of Part-Time Faculty as based on two forums she, as liaison, organized. Main concerns surround human resources issues and acculturation in the AASU community.

### **B. University System of Georgia Faculty Council**

#### **Bylaws Reading (Appendix C)**

Mike Toma

Letter of endorsement was displayed, queries lodged regarding AASU presence on this Council. Senator Skidmore-Hess elucidated his understanding that the proposed council arrangement is a tri-cameral legislative body masquerading as a council, an unwieldy governance method and not representative in the basic sense. Dr. Toma responded that research institutions feared they would be overrun in the council, thus this proposed tri-govern arrangement came forward. Discussion continued regarding the chancellor's reception to proposed changes (fairly positive), and perception that large organizations within the USG are motivating this effort is essentially correct.

Motion to accept: Yes 19, No 9, Abstain 9.

USG Faculty Council Bylaws accepted.

### **C. University System of Georgia Faculty Council**

#### **Curriculum Policy**

Kevin Hampton

The University of Georgia developed and approved their core curriculum, without either system wide oversight or in-put. This raises concerns regarding the transferability of courses between UGA and other USG institutions. Senator Winterhalter expressed that AASU will nonetheless hold deliberations over our own core. Dr. Findlay suggested the core UGA has approved is fairly good. Dr. Whitford stated transferability is still top priority. Dr. Findlay spoke to the curriculum committee's size, and streamlining it, as well as addressing the largesse of UGA's "Area B" which is therefore able to encompass more with less distinction, to ease transferability. Dr. Whitford stated that she gets the sense the original attempt to re-develop the core curriculum was chaos and lessons were learned from that, thus future machinations will likely be less "top-down." Senator White questioned motive, with specific regard to the fact that, ostensibly, an original concern with the core was a lack of collaboration and queried how that is being addressed in light of the fact that UGA has been permitted to approve a core, seemingly without accounting for system-wide needs. Senator Larson queried whether we are expected to follow along with UGA's curriculum in an effort to ease transfers.

### **D. Bylaws Readings**

#### **1. Constitution and Bylaws Committee (Appendix D)**

Greg Knofczynski

Motion to accept: Accepted

#### **2. Faculty Development Committee (Appendix E)**

Greg Knofczynski

First, some clarification is offered from Elections Committee Chair Scott regarding adjustments to committee's memberships: approved changes will go into effect with the next election round.

Bylaws are remanded back to committee regarding the division of duties (surrounding research vs. teaching grants) with the Research and Scholarship and Faculty Welfare Committees, and pursuant membership issues, as well as the position of the director of faculty development in light of the looming retirement the current Director.

**3. Planning Budget and Facilities Committee (Appendix F)**

David Wheeler

Verbal reading postponed, but submitted to the senate and will move to second reading at the November meeting.

**E. University Curriculum Committee Update (Appendix G)**

Rick McGrath

Additions are presented regarding Women's Studies and African-American Studies courses.

Approved.

UCC procedures require clarification with regard to when items are sent to the registrar's office. Senator McGrath detailed that changes can either be submitted after minutes are officially approved (hence, one month after reading date) or submitted to the registrar's office upon initial reading and approval. Another option is presented, that catalog editor Phyllis Panhorst is present at senate meetings wherein UCC business will be voted on.

**VI. Announcements**

**A. United Way Campaign**

Tim McMillan

Time constraints prevented Dr. McMillan from making a full announcement; he instead reported an e-mail would be used to communicate regarding this matter.

**VII. Adjourned**

1:27 p.m.

Respectfully Submitted,  
Jewell Anderson

## Appendix A

### Senators Present:

Anderson, Jewell – LIB  
Anderson, Lisa (alt. Butina) – MTEC  
Andrews, Carol – LLP  
Baker, Chris – LLP  
Bennett, Kathy – CJSPS  
Craven, Kathryn – BIOL  
Crosby, Joey – HSCI  
Eastman, Sean – MATH  
Garrity, April – CSDS  
Gilbert, Catherine – NURS  
Goesser, Priya – ENGR  
Hampton, Kevin – AMT  
Hashemi, Ray – CSCI  
Hizer, Todd – CHEM/PHYS  
Horah, Richart – LIB  
Hollinger, Karen – LLP  
Jensen, John – AMT  
Katz, Frank – ITEC  
Knofcynski, Greg – MATH  
Lander, Jennifer – PPTH  
Larson, Brett – BIOL  
Logan, Brenda –MSGE  
Loyd, Robert – SPED  
Mahan, Pamela – NURS  
McCall, LindaAnn – ECE  
McGrath, Richard – ECON  
Mink, Michael (alt. Reiman) – HSCI  
Moore, Marsha – ECE  
Nivens, Delana – CHEM/PHYS  
Scott, Vann – PSYC  
Simmons, Jack – LLP  
Skidmore-Hess, Daniel – CJSPS  
Strickland, Gloria – RADS  
Taggert, Helen – NURS  
Thomas, Patrick – MSGE  
Todesca, James – HIST  
Tuck, Linda – NURS  
Winterhalter, Teresa – LLP  
White, Nancy – HIST

### Ex-Officio Members Present:

Vice President Ellen Whitford  
Associate V.P., Academic Affairs,  
Dennis Murphy  
Associate V.P., Enrollment Services,  
Russell Watjen  
V.P. External Affairs, Michael Donahue  
Dean, College of Education,  
Patricia Wachholz  
Dean, College of Health Professionals,  
Shelly Conroy  
Interim Dean, College of Liberal Arts,  
Mark Findlay  
Assistant Dean, College of Liberal Arts,  
Beth Howells  
Dean, College of Science and Technology,  
George Shields

### Ex-Officio Members not Present:

Assistant Dean, College of Science and  
Technology, Steve Jodis

### Guests:

Joyce Bergen  
Mike Toma  
Tim McMillan

### Senators Absent, Excused:

Howells, Beth – LLP

## Appendix B

Report  
Staff and Part Time Faculty Liaison  
Marsha Moore  
Fall, 2008

Letters of introduction were made during August to Part-time faculty and AASU Staff by way of department heads and the Staff Advisory Council. Two meetings were scheduled for Part-time faculty. These meetings were held in University Hall, September 9 and 10.

There are approximately 200 Part-time faculty members at Armstrong Atlantic State University this semester. Representation was very good for the meetings and their input was enthusiastic. Below are combined notes from the two meetings. Input from both meetings happened to follow areas related to human resources, acculturation, and facilities.

- I. Human Resources
  - A. parking decals
  - B. establishing an email account on campus
  - C. access to office supplies and equipment for evening personnel
  - D. registrar
    1. Attendance verification
    2. Grade posting
    3. Final exam schedule
    4. adding/dropping students
  - E. pay scale as public information
  - F. which PT faculty qualifies for mileage reimbursement? What are the procedures for this?
  - G. defined benefits contribution (mandatory): is there a way for PT faculty to have this deduction deposited into an IRA account of their choosing, rather than having to file to get this money back from the state each year?
  
- II. Acculturation
  - a. Can PT faculty use the student recreation center for a fee? If so, what is the Cost per semester?
  - b. Admission to Pirate Basketball Games? Is this free for PT faculty?
  - c. What “perks” can we package for PT faculty?
    1. Fosters a sense of belonging to the campus
    2. May encourage faculty to be more invested in the campus, its students and programs.

Satellite Campuses

  - a. PR for events in their classes
    1. Poor response from the student newspaper
  - b. liaison from SGA to students on satellite campuses?
  - c. faculty senate liaison to PT faculty on satellite campuses?
  
- III. Facilities
  - A. office space with telephone and computer/internet access
  - B. equipment that functions with updated software
  - C. surplus equipment needs to be removed from PT offices and classrooms, making these spaces more functional.
  - D. free parking is an essential “perk”

1. designated PT parking areas?

Conclusions/Summary:

- Department secretaries seem to be the main contact point for PT faculty. Do all department secretaries have the necessary information to guide faculty to the appropriate location on campus for the information they need?
- There does not seem to be a campus-wide system for processing part-time faculty, providing them necessary information on important procedures for their classes, and acclimating them to the campus. Information seems to come at them from various units of the campus without any correlation between such units. Some department chairs seem to communicate regularly with part-time faculty through meetings, email, etc., while others do not. Individual departments need to provide specific, timely information for PT faculty, and communicate regularly with them. An important tool for part-time faculty would be a web page link that would provide information, procedures, responsibilities, etc
- Link on the AASU website which PT faculty can access for orientation and procedural information. Part-time faculty need to be familiar with campus procedures, including emergency preparedness plans and other pertinent policy information required of full-time faculty.

Respectfully submitted,  
Marsha Moore

## Appendix C

Dear Colleagues,

Last spring a draft of the USG Faculty Council Bylaws was written by a small group of faculty and those bylaws were then circulated as a supporting document for endorsement of the formation of a system-wide faculty group, named the University System of Georgia Faculty Council (USGFC). A majority of the institutions in the USG endorsed in concept the formation of the USGFC.

Upon review of the editorial suggestions for the draft Bylaws submitted by some institutions, it became obvious that the draft Bylaws were in need of revision by means of a collaboration of all three tier groups  
(research, comprehensive state universities and two-year schools):

- 1) in order to more fully represent the diversity of perspectives of all tiers in those Bylaws (and thus be endorsed by a majority of each of the tiers),
- 2) for credibility vis-à-vis the BoR/USG for any recommendations we make as a USG Faculty Council.

To that end, a group of representatives from each tier met on August 20, 2008 to draft revisions to the Bylaws amenable to the representatives of all three tiers of institutions. This group is the list of drafters you see in the attached document. I am delighted to report that we were successful.

This email is being sent to individuals believed to be point persons for the faculty or faculty governance unit of each USG institution. If you are not, please forward this to the point person at your institution and send me contact information (email address and name) of that individual so that I may appropriately direct future correspondence on this initiative.

On behalf of the drafting committee, I respectfully request that you arrange the consideration of the draft bylaws by the appropriate faculty group (faculty governance unit, faculty senate, university senate, faculty council, etc., OR full faculty) at your institution. The fundamental question is whether this faculty group at your institution will endorse (or not) the draft bylaws being circulated. Please complete this process at your earliest convenience and no later than Friday December 12, 2008.

I will maintain a tally of those who respond noting their position of endorsement (or not) and will send you an update at the conclusion of this process.

Thank you very much! I look forward to hearing from you.  
Elizabeth Combier

Elizabeth Combier, PhD  
CEO, Faculty Senate  
No. Ga. College & State U.  
Dept. of Modern Languages  
Dahlonega, Georgia 30597  
706-867-2811

# University System of Georgia Faculty Council Bylaws

Revised on: August 20, 2008

Drafted By:

Alberto, Paul (Georgia State University), Combler, Elizabeth (North Georgia College & State University), Hancock, Thomas (Georgia Gwinnett College), Johnson, Kerri (Darton College), Lightfoot, Robert (Waycross College), Settimi, John (Abraham Baldwin Agricultural College), Smith, Margaret (Bainbridge College), Turner, Craig (Georgia College & State University), Vencill, William (University of Georgia), West, Leanne (The Georgia Institute of Technology)

## **Section I: Name**

The name of the body hereby constituted is the University System of Georgia Faculty Council (USGFC).

## **Section II: Mission**

The purpose of the University System of Georgia Faculty Council is to promote and foster the welfare of system faculty, in non-collective bargaining issues, through the combined creativity and expertise of faculty representatives from system institutions.

## **Section III: Responsibilities and Functions**

The USGFC will participate in the process of University System of Georgia governance by advising, recommending, and consulting with the Chancellor or the Chancellor's designee(s) concerning the establishment of rules and regulations deemed necessary or appropriate for the promotion of the general welfare of the University System of Georgia.

The USGFC will formulate and recommend to the Chancellor or the Chancellor's designee(s) University System of Georgia policies and procedures related to but not exclusive to system faculty.

The USGFC will develop and maintain a system-wide communications network to provide for efficient transmission of relevant information to faculty.

## **Section IV: Voting**

1. Each institution within the USG shall have one vote on any matter brought before the USGFC and that vote shall be cast by the voting representative or designee.
2. A voting member may designate an alternate to a meeting that the member cannot attend.
3. Any decisions or recommendations by the USGFC must receive majority approval from each of the three institutional tiers (research, four-year, and two-year school) groupings.
4. Voting normally takes place during a meeting of the USGFC. However, voting may also take place by electronic communication or other means as determined by the officers in consultation with the membership of the USGFC.

## **Section V: Membership**

Membership of the USGFC will be comprised of one voting representative from each participating system institution. The representative for a participating institution must be a member of that institution's faculty body and selected by a process determined by the faculty unit of that institution. In addition to attending USGFC meetings in person, the council also permits participation via video or phone conferencing methods.

## **Section VI: Officers and Duties**

1. Officers: The officers of the USGFC shall be a Chair and a Chair-Elect, who shall become Chair the following year. The officers shall perform the duties prescribed by these bylaws and by the parliamentary authority adopted by the USGFC.
2. Eligibility: Only voting members of the USGFC are eligible to serve as officers.
3. Nomination and Election: At any meeting the USGFC will nominate at least one candidate for any vacant office. The officers shall be elected as described above in Section IV.
4. Terms of Service: The term of service of an officer of the USGFC shall begin at the conclusion of the meeting at which (s)he is elected and end when his/her successor is named, and shall typically be one academic year.
5. Duties: The Chair shall preside at all meetings of the USGFC. The Chair-Elect shall prepare minutes of each meeting. The primary duty of the officers shall be to communicate recommendations and decisions to the USG Chancellor or Chancellor's designee. The chair and chair-elect shall prepare the agenda in consultation with the USGFC members.

## **Section VII: Parliamentary Authority**

The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the USGFC in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the USGFC may adopt.

## **Section VIII: Amendments**

Any proposal to amend or repeal these Bylaws shall be submitted to the officers in writing at least 30 days prior to the meeting of the USGFC at which they will be discussed. The voting shall be conducted in compliance with Section IV.

## **Appendix D**

### **Constitution and Bylaws Committee**

#### **Bylaws**

##### **Charge**

The Committee shall annually review the Constitution and Bylaws of the Faculty Senate and make recommendations for changes to the Senate.

##### **Duties**

This committee will review and make recommendations on the bylaws of each Senate committee, the bylaws of each Standing Committee of the Senate, the Bylaws of the Faculty Senate, and the Constitution of the Faculty Senate. This committee must review all proposals for changes to the Constitution of the Senate and/or the Senate's bylaws.

##### **Membership**

The Committee on the Constitution and Bylaws shall consist of three Senators elected by the Senate.

##### **Meetings**

The committee shall meet on a regular basis, once per month during each academic semester and will convene on matters of forwarded business within a four week time frame upon receipt of such business. The committee will determine meeting dates and times to be posted on the senate website.

##### **Reports**

The committee will, upon approval, provide minutes of each of its meetings to the Secretary of the Senate for posting. At the end of each semester, the chair of the committee will submit to the Senate a summary report of committee activities.

## **Appendix E**

### **Faculty Development Committee**

#### **Bylaws**

##### **Charge**

The Faculty Development Committee will facilitate, coordinate, and oversee activities directly related to the professional development of faculty.

##### **Duties**

The committee shall help develop, maintain, and promote the services and resources provided by the university's Teaching and Learning Center; solicit and evaluate applications for internal Teaching and Learning Grants for faculty; sponsor and co-sponsor workshops, symposiums, and forums on teaching methods and on strategies for understanding, assessing, and facilitating student learning; and advocate for other activities and services that support the development, review, and implementation of teaching methods, assessment practices, curricular innovations, and current technologies.

##### **Membership**

The committee shall be composed of eight faculty members, with at least one faculty representative from each of the University's Colleges, and, serving as *ex officio*, nonvoting members, the Director of Faculty Development and a representative from the Office of Sponsored programs.

##### **Meetings**

In addition to review sessions for internal grant applications, the committee shall meet at least once each semester. Subgroups of the committee may also meet to work on specific projects approved by the committee as a whole. The committee will determine meeting dates and times to be posted on the senate website

##### **Reports**

The committee will, upon approval, provide minutes of each of its meetings to the Secretary of the Senate for posting. At the end of each semester, the chair of the committee will submit to the Senate a summary report of committee activities.

## **Appendix F**

### **Planning, Budget, and Facilities Committee**

#### **Bylaws**

##### **Charge**

The Planning, Budget, and Facilities Committee shall advise the President of the University through the Senate on the issues related to the budget and planning processes where they affect the academic mission of the university.

##### **Duties**

Responsibilities include recommendations concerning strategic planning, budgeting (including long-range planning and the annual budget prior to its submission to the Board of Regents), as well as planning, development, and expansion of physical facilities when such endeavors affect the academic mission of the university.

##### **Membership**

The committee shall be composed of nine faculty representatives, one undergraduate and one graduate student, and various *Ex officio*, non-voting members. The nine faculty representatives shall consist of two faculty representatives from each of the four colleges, and one from the Library, where at least one of the faculty representatives must hold graduate faculty status. The one undergraduate student member will be selected by the Student Government Association, and the one graduate student member will be selected by the Graduate Student Council. *Ex officio*, non-voting members will be one department head, one dean, the Vice President for Academic Affairs, the Vice President for Student Affairs, the Vice President for Financial Services, and the Vice President of External Affairs.

##### **Meetings**

The committee shall meet at least four times each semester of the academic year and make recommendations to the Senate. The committee will determine meeting dates and times to be posted on the senate website.

##### **Reports**

The committee will, upon approval, provide minutes of each of its meetings to the Secretary of the Senate for posting. At the end of each semester, the chair of the committee will submit to the Senate a summary report of committee activities.

**Appendix G**  
**ARMSTRONG ATLANTIC**  
**STATE UNIVERSITY**  
**UNIVERSITY CURRICULUM COMMITTEE MEETING**  
University Hall 282  
Minutes, September 17, 2008

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

**ABSENT:** Rick McGrath (Chair)

**GUESTS:** Joyce Bergin

**CALL TO ORDER.** The meeting was called to order at 3:09 p.m. by Vice Chair Leigh Rich.

**APPROVAL OF MINUTES.** The minutes of August 27, 2008 were approved as presented.

**I. College of Education**

All items submitted by the College of Education were remanded to the College of Education Curriculum Committee for further review.

**II.** There were no items submitted by any of the other colleges.

**ADJOURNMENT.** The meeting was adjourned at 3:37 p.m.

Respectfully submitted,

Phyllis L. Panhorst

Secretary to the Committee and Catalog Editor

Coordinator of Faculty Information

**ARMSTRONG ATLANTIC**  
**STATE UNIVERSITY**  
**UNIVERSITY CURRICULUM COMMITTEE MEETING**  
University Hall 282  
Minutes, October 15, 2008

**PRESENT:** James Brawner, Patricia Coberly, Kimberly Coulton, Sharon Gilliard-Smith, Leon Jaynes, Dorothee Mertz-Weigel, Regina Rahimi, Leigh Rich (Vice Chair), Ashraf Saad, James Todesca, Jennifer Zettler, Phyllis Panhorst (Catalog Editor)

**ABSENT:** Rick McGrath (Chair), Randall Reese

**GUESTS:** David Wheeler

**CALL TO ORDER.** The meeting was called to order at 3:08 p.m. by Vice Chair Leigh Rich.

**APPROVAL OF MINUTES.** The minutes of September 17, 2008 were approved with an amendment to the attendance.

**ITEMS**

I. College of Education (no items)

II. College of Health Professions (no items)

**III. College of Liberal Arts.** All items submitted by the College of Liberal Arts were discussed and approved.

**A. Languages, Literature and Philosophy**

**1. Create the following course:**

**ENGL 3350 Introduction to African American Literature 3-0-3**

**Prerequisite: ENGL 2100**

**Description: Survey of the rise of African American literature. Broad inquiry into literary and social movements reflecting African American experience from the 18<sup>th</sup> century to the present.**

**Rationale:** This course expands the department's historical surveys through introducing students to African American literature. The course can provide a useful foundation for 5000-level courses on African American literature. The course speaks to the lack of historical survey courses in LLP focused on race or ethnicity. It can also contribute to the AFAS minor.

**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 5355 U/G Black Women Writers 3-0-3**

**Undergraduate Prerequisite: ENGL 2100 or permission of department head**

**Graduate Prerequisite: permission of instructor or department head**

**Description: Writing by Black women. Topics may include race, class, and gender; history and society; literary and social criticism; political discourse; or Black feminist theory.**

**Rationale:** This course is needed to address the large field of study devoted to Black Women's experience globally—as reflected in political, artistic/creative, theoretical, and autobiographical literature and rhetoric. The course speaks not only to longstanding national curricular trends in Black Women's Studies, but also to the AASU student body demographic. Course will be included in GWST and AFAS as well. Course has cultural currency and relevancy. Graduate students enrolled in the course will be required to complete a longer research essay showing understanding of a theoretical approach discussed in class. Graduate students will lead a class discussion related to class readings.

**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. Modify the following course:**

**ENGL 5350 U/G Topics in African American Literature 3-0-3**

**Description:** African American literature, with emphasis on historical, philosophical, and cultural contexts. **Thematic approach to African American literature, with emphasis on historical, philosophical, and/or cultural contexts.** Topics such as the oral tradition, autobiographies, the Harlem Renaissance, literary criticism and theory **religion, migration, the oral tradition, autobiography, popular culture, rhetoric, civil rights, slavery, sexuality, or literary theory.**

**Rationale:** At this time the department's African American Literature offerings are very limited. With the addition of faculty expertise in the field, the department seeks to broaden its offerings. This modification and addition of these courses represent that intention. With the proposal of the new lower-level survey course, ENGL 5350 can now function as a "special topics" or thematic course in which the instructor can tailor the syllabus to a focused, critical, in-depth exploration of one aspect of African American Literary history. Hence, the change from "and" to "or" in the new course description.

## **B. African American Studies**

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

**African American Studies Minor ..... 18 hours**

AFAS 2000 - Introduction to African American Studies

Must include 9 hours of course work numbered 3000 or above with no more than 6 hours from a single discipline and at least 6 hours from each of the following areas of concentration:

Humanities:

AFAS 4000 - Independent Study in African American Studies  
 AFAS 5000U - Topics in African American Studies  
 ENGL 2050 - Africa and the Diaspora  
**ENGL 3350 - Introduction to African American Literature**  
**ENGL 5355U – Black Women Writers**  
 ENGL 5350U – **Topics in African American Literature**  
 HIST 2100 - The African Diaspora  
 HIST 3150 - History of Africa  
 HIST 3900 - African-American History To 1865  
 HIST 3910 - African-American History Since 1865  
 HIST 5200U - Topics in African History  
 HIST 5650U - Topics in African-American History  
 MUSC 2010 - Understanding Jazz

Social Sciences:

AFAS 4000 - Independent Study in African American Studies  
 AFAS 5000U - Topics in African American Studies  
 POLS 3980 - African Americans and the American Political System  
 POLS 5430U - Governments of Africa  
 POLS 5510U - Third World National Security  
 POLS 5560U - Comparative Foreign Policy  
 PUBH 5570U - Women and Minority Health Issues  
 SOCI 3200 - Racial and Ethnic Minorities

**Rationale:** This expansion of LLP’s course offerings in African American studies can expand our minor.

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

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

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

A. General Requirements

Core Areas A, B, C, D, and E ..... 42 hours  
 Area F ..... 18 hours  
 GWST 1101 - Introduction to Gender and Women’s Studies  
 GWST 2101 - Gender and Ethics  
 GWST 2200 - Gender in Global Contexts  
 Foreign language 1002 (3 credit hours)  
 Foreign language 2001 (3 credit hours)  
 ENGL 2100 - Literature and Humanities  
 Physical Education ..... 3 hours

B. Major Field Courses

Minimum of 39 hours at 3000 level or above  
 Required Courses in the Major Field ..... 15 hours  
 GWST 5700U - Feminist Theory  
 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 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:

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  
 SOCI 3150 - Sociology of the Family  
 SOCI 3300 - Social Stratification  
 SOCI 3800 - Sociology of Sexuality

**Rationale:** The FILM course was inadvertently omitted and is being added to correct a clerical error. The new ENGL course allows additional offerings on issues of gender, race, and ethnicity.

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

### **Gender and Women's Studies Minor**

Gender and Women's Studies ..... 15 hours

Fifteen semester hours from courses approved for the Gender and Women's Studies Minor in addition to those taken to satisfy areas A-E of the core. The courses taken from the approved list must include:

1. At least nine semester hours from courses numbered 3000 or higher
2. Either GWST 1101 or 2101 (but may include both)

Courses approved for the Gender and Women's Studies Minor and Undergraduate Certificate:

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**

FILM 5040U - Women and Film

GWST 1101 - Introduction to Gender and Women's Studies

GWST 2101 - Ethics, Values, and Gender

GWST 2200 - Gender in Global Contexts

GWST 5000U - Topics in Gender and Women's Studies

GWST 5500U - Topics in Women's Leadership

GWST/SOCI 5600U - Sociology of Gender

GWST 5700U - Feminist Theory

HIST 3740 - History of American Women

HIST 5660U - Topics in the History of Women and Gender in America

HIST 5670U - Topics in the History of Women and Gender in Europe

NURS 3355 - Women's Health

PSYC 3100 - Human Sexuality

PUBH 5570U - Women and Minority Health Issues

PUBH 5575U - Health and Sexuality Education

SOCI 3150 - Sociology of the Family

SOCI 3300 - Social Stratification

SOCI 3800 - Sociology of Sexuality

**Rationale:** The FILM was inadvertently omitted and is being added to correct a clerical error made last spring. This ENGL course allows additional offerings on issues of gender, race, and ethnicity.

## **IV. College of Science and Technology**

**A. Biology.** All items submitted by the College of Science and Technology were discussed and approved.

### **1. Change the prerequisites for the following courses:**

- a. BIOL 2020 Survey of the Kingdoms Plantae and Fungi 3-3-4

Prerequisite: BIOL 1107 **1108 or BIOL 1108H**

- b. BIOL 3600 Salt Marsh Ecology 3-3-4

Prerequisites: BIOL 1108 and BIOL 2020

- c. BIOL 4010 Evolution 3-0-3

Prerequisite: BIOL 1108 and BIOL 2010 and BIOL 2020 and BIOL 2500

- d. BIOL 4460 Phytoplankton Ecology 3-4-4

Prerequisite: BIOL 1108 and 2020, or permission of instructor.

Rationale: In the past, BIOL 1107 included an introduction to plants, fungi, and protists, but now characteristics of these organisms are covered in BIOL 1108. Therefore, BIOL 1108 is a better choice as a prerequisite for BIOL 2020.

**Effective Term: Spring 2009**

### **2. Change the prerequisites for the following courses:**

- a. BIOL 1108 Principles of Biology II 3-3-4

Prerequisite: BIOL 1107 **or BIOL 1107H**

- b. BIOL 2010 Microbiology 3-3-4

Prerequisite: BIOL 1107 **or BIOL 1107H**

- c. BIOL 2081 Human Anatomy and Physiology I 3-2-4

Prerequisite: BIOL 1107 **or BIOL 1107H** or CHEM 1151 or CHEM 1211 or

CHEM 1010

d. BIOL 2500 Principles of Modern Biology 2-0-2

Prerequisite: BIOL 1107 **or** BIOL 1107H

e. BIOL 3020 Zoology 3-3-4

Prerequisite: BIOL 1108 **or** BIOL 1108H

f. BIOL 3100 Man and the Environment 3-0-3

Prerequisite: BIOL 1107 **or** BIOL 1107H

g. BIOL 3300 Entomology 3-4-4

Prerequisite: BIOL 1108 **or** BIOL 1108H

h. BIOL 3310 Invertebrate Zoology 3-3-4

Prerequisite: BIOL 1108 **or** BIOL 1108H

i. BIOL 3470 Environmental Restoration 3-0-3

Prerequisite: BIOL 1108, CHEM 1212, and permission of instructor, **CHEM 1212 and either BIOL 1108 or BIOL 1108H.**

j. BIOL 3580 Histological Technique 1-8-4

Prerequisite: BIOL 1108 **or** BIOL 1108H

k. BIOL 3750 Natural History of Vertebrate Animals 3-4-4

Prerequisite: BIOL 1108 **or** BIOL 1108H

l. BIOL 3770 Developmental and Comparative Anatomy of the Vertebrates 3-6-4

Prerequisite: BIOL 1108 **or** BIOL 1108H

m. BIOL 3920 PARASITOLOGY 3-4-4

Prerequisite: BIOL 1108 **or** BIOL 1108H

n. BIOL 4550 Biology of Marine Organisms 3-4-4

Prerequisite: BIOL 1108 **or** BIOL 1108H

Rationale: SHIP does not recognize honors courses as satisfying prerequisites and thus we are adding them to the catalogue.

**Effective Term: Spring 2009**

### **OTHER BUSINESS**

#### **1. Adjustment of effective date, RESP 4215, to Spring 2009**

RESP 4215 was originally approved at the UCC meeting of February 20, 2008 with an effective date of Spring 2010. The department head requested that the effective date be moved to Spring 2009 in time for publication in the Spring 2009 Schedule of Classes. Rationale: The current Respiratory Therapy seniors who are working under the old catalog are having difficulty scheduling both their externships and a required HSCA course in SPRING 2009. Due to an increase in competition for externships by other institutions, most of the Respiratory Therapy seniors will be unable to take the HSCA course. Offering the RESP 4215 course this spring as a substitute will alleviate the schedule conflict for the students. As the Schedule of Classes had to go to the printer prior to today's UCC meeting, Committee Chair Rick McGrath recommended to Vice President Ellen Whitford that administrative approval for this change be granted. Dr. Whitford granted approval.

#### **2. Adjustment of effective date, NURS 3535, to Spring 2009**

NURS 3535 was original approved at the UCC meeting of January 23, 2008 with an effective date of Summer 2009. The department head requested that the effective date be moved to Spring 2009 in time for publication in the Spring 2009 Schedule of Classes. Rationale: The original rationale to offer the course specifies that it will be offered during spring terms. There are nursing students in the new cohort who must follow the new degree requirements that are ready to take NURS 3535 this spring. NURS 4435, which is eventually being replaced by NURS 3535, is still being offered to the earlier cohort to meet AASU's obligation to allow them to finish under their catalog requirements. No students are being disadvantaged by offering this course earlier but some are being helped. As the Schedule of Classes had to go to the printer prior to today's UCC meeting, Committee Chair Rick McGrath recommended to Vice President Ellen Whitford that administrative approval for this change be granted. Dr. Whitford granted approval.

### **3. Final approval procedure**

Under the old AASU Bylaws, curriculum items were sent to Enrollment Services by the Catalog Editor (who was also the recording secretary for the Faculty Meetings) after approval of the minutes of the Faculty Meeting at which the items were put forward. Enrollment Services wants to know what the procedure is to be under the Faculty Senate. After some discussion the committee agreed that it may not be necessary to wait until the Senate minutes are approved, thus alleviating the 5-6 week lag between UCC approval and the entering of the items in Banner. If the minutes are later amended, Banner can be amended as well. However, the committee would like input from Dr. Kevin Hampton, President of the Senate. The details of transmitting the data to Enrollment Services can be worked out by the Catalog Editor and the Secretary of the Senate.

### **4. Procedure for submission of Core Curriculum items.**

There was a question about correct procedure for submission of additions to the Core Curriculum in Areas A-E. Under the old college structure, all changes to the Core Curriculum were taken to the College of Arts and Sciences Curriculum Committee before going to the UCC. From there they would go to the Faculty, and then to the Council on General Education at the system office. Since the reorganization of the colleges, it is unclear whether items need to go the curriculum committee for the College of Liberal Arts, the College of Science and Technology, both, or to some currently undefined combined body. There was discussion of whether it is within the purview of the UCC to define this procedure. It was pointed out that since the definition of the college curriculum committees is part of the UCC bylaws, it is not unreasonable to think that this issue also falls to the UCC. At any rate, it is a task the committee members would like to undertake. The committee agreed that it would be good for Dr. McGrath to get Dr. Hampton's opinion on the subject. If Dr. Hampton agrees that this is within the UCC's purview, it would be appropriate to revisit this item at the November meeting, possibly with some ideas in place on how the issue can be addressed. Ms. Panhorst will be responsible for getting this information to Dr. McGrath.

**ADJOURNMENT.** The meeting was adjourned at 3:34 p.m.

Respectfully submitted,

Phyllis Panhorst

Catalog Editor and Committee Secretary