



**Armstrong Atlantic State University**  
**Faculty Meeting**  
**Minutes of September 10, 2007**  
**University Hall 156**

- I. **Call to Order.** The meeting was called to order at 12:13 p.m. by Vice President Ellen Whitford. There were 181 of 293 faculty members in attendance. The roster is on file in the Vice President's Office with the official minutes.
- II. **Approval of Minutes** – The minutes of April 9, 2007 and August 13, 2007 were approved as presented.
- III. **Old Business**
  - A. **Second Reading, Proposed Constitution and Bylaws** (Attachment 1)

It was moved, seconded and approved to waive reading of the proposed Constitution and Bylaws and have them read into the minutes.

Parliamentarian John Kraft explained the procedure for what will follow. There will need to be a motion to approve the proposed Constitution and Bylaws, and a second. Then the floor will be opened to discussion, and amendments may be proposed. There have been 10 amendments submitted in advance (Attachment 2). It may be expedient to discuss these first, followed by amendments from the floor, followed by further discussion.

When discussion has concluded, the vote to approved the proposed Constitution and Bylaws will be held electronically. The ballot will be available online as soon as possible after the meeting (assuming the discussion has concluded). If the documents are amended, the amended versions will be posted before the ballot is made available. Voting will be open for 48 hours.

Dr. Toma made some comments. He said the proposed Constitution and Bylaws have the endorsement of the Executive Committee. He said that the documents would give the faculty the ability to speak with one voice and offer a decision-making body solely under the control of the faculty. There will be a system in place to track administrative responses to items put forward by the faculty. There will be four committees to manage the affairs of the Senate. The Steering Committee will set the agenda; the Elections Committee will manage Senate and

committee elections; the Constitution and Bylaws Committee will take care of changes to those documents; and the Committee on Committees will monitor the standing committees of the Faculty. He pointed out that these documents are flexible and that future senates may consider changes. This is only the beginning of the process.

It was moved, seconded and approved to approve the proposed Constitution and Bylaws.

### **1. Amendments (Attachment 2)**

The amendments submitted in advance of the meeting were considered.

There was no objection to considering Amendments 1 and 2 jointly. It was moved and seconded to approve Amendments 1 and 2. After discussion, the motion was approved.

There was no objection to considering Amendments 6 and 7 jointly. It was moved and seconded to approve Amendments 6 and 7. There was discussion. A friendly amendment was made and accepted, changing the phrase “develop and monitor” in Amendment 6 to the word “recommend.” The motion was approved as amended.

There was no objection to considering Amendments 8, 9 and 10 jointly. It was moved and seconded to approve Amendments 8, 9, and 10. There was discussion. An amendment was proposed to add the phrase, “or department/program heads whose teaching load is more than two-thirds” to the definition of “voting members” in Amendment 8. The motion was not seconded. Discussion returned to the original amendments. It was moved, seconded and approved to call the question. The voice vote was inconclusive. A standing vote was done. The motion to approved Amendments 8, 9, and 10 failed, 49 to 103.

There was an objection to considering Amendments 3 and 4 jointly, without Amendment 5. It was moved and seconded to consider Amendments 3 and 4 jointly. After discussion, the motion was withdrawn.

There was no objection to considering Amendments 3, 4 and 5 jointly. It was moved and seconded to approve Amendments 3, 4 and 5. There was discussion. It was moved, seconded and approved to call the question. The motion to approve Amendments 3, 4 and 5 was approved.

Discussion of the motion to approve the proposed Constitution and Bylaws was not concluded.

## IV. New Business

### A. Reports of the Standing Committees to the Faculty

#### 1. Executive Committee

Michael Toma

A letter signed by six department heads was sent to the Finance Committee asking questions about the budgetary adjustment at the end of the last fiscal year. A copy of the letter was referred to the Executive Committee. The letter expressed concern over how the budget played out and how surpluses in some areas were swept away to cover in other areas. There was also concern about how intercollegiate athletics overages were covered. Vice President Brignati came to the last Executive Committee meeting to address these questions. He said that the relocation of funds was to cover an increased electricity bill. He also said that no academic funds were used for intercollegiate athletics and that the overage was covered by a loan from a non-academic fund. Dr. Toma also reported that new budgetary management tools are being developed for department heads to oversee expenditures.

There has also been communication between the Executive Committee and President Jones regarding faculty salaries and the role of temporary faculty. Dr. Jones and Dr. Whitford assured the committee that these issues merit attention at an administrative level and are not being ignored. Dr. Toma said it appears that there will be a salary survey for faculty staff, commissioned from outside, and that there will be an effort to convert temporary lines into tenure track lines.

#### 2. University Curriculum Committee

Ellen Whitford

(Action items only: Please refer to UCC minutes of April 18, 2007.)

Dr. Whitford pointed out the 5000-level classes that had been put on the agenda in error. These classes were removed from consideration.

It was moved, seconded and approved to approve all items listed under the College of Health Professions, below.

it was moved, seconded and approved to approve all items listed under the College of Education, below.

## II. College of Health Professions

### E. Nursing

#### 1. Create the following course:

**NURS 4224 Medical-Surgical Oncology Nursing Externship**

**1-6-3**

**Prerequisite: NURS 3345**

**Description: Nursing care of the complex oncological client in the acute care setting.**

Rationale: Nursing offers a variety of specialty areas for practice. Participation in a summer clinical elective will give the nursing student the opportunity to explore a specialty area, work one-on-one with a nurse preceptor and experience the role of the bedside nurse to practice and refine skills.

**Effective Term: Summer 2007**

**CURCAT**

**Major Department: Nursing**

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

**Maximum number of credit hours: 3**

**Grading Mode: Normal**

**Instruction Type: Lecture/Lab**

**2. Create the following course:**

**NURS 4225 Medical-Surgical Neuroscience Nursing Externship 1-6-3**

**Prerequisite: NURS 3345**

**Description: Nursing care of the complex neurological client in the acute care setting.**

Rationale: Nursing offers a variety of specialty areas for practice. Participation in a summer clinical elective will give the nursing student the opportunity to explore a specialty area, work one-on-one with a nurse preceptor and experience the role of the bedside nurse to practice and refine skills.

**Effective: Summer 2007**

**CURCAT**

**Major Department: Nursing**

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

**Maximum Number of Credit Hours: 3**

**Grading Mode: Normal**

**Instruction Type: Lecture/Lab**

**3. Create the following course:**

**NURS 4226 Medical-Surgical Complex Medical Nursing Externship 1-6-3**

**Prerequisite: NURS 3345**

**Description: Nursing care of the client with co-morbid conditions in the acute care setting.**

Rationale: Nursing offers a variety of specialty areas for practice. Participation in a summer clinical elective will give the nursing student the opportunity to explore a specialty area, work one-on-one with a nurse

preceptor and experience the role of the bedside nurse to practice and refine skills.

**Effective: Summer 2007**

### **CURCAT**

**Major Department: Nursing**

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

**Maximum Number of Credit Hours: 3**

**Grading Mode: Normal**

**Instruction Type: Lecture/Lab**

### **G. Radiologic Sciences**

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

RADS 4540 Nuclear Medicine Physics and Instrumentation 3-2-4  
Prerequisite: RADS 3090 and ~~RADS 3510~~

Rationale: RADS 3510 has been deleted.

**Effective Term: Fall 2007**

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

RADS 4561 Nuclear Medicine Synthesis 0-3-1  
Prerequisite: ~~RADS 4533~~ **RADS 3503, RADS 3150 and RADS 4540**  
**Prerequisite or Corequisite: RADS 4534**

Rationale: Students must master these courses before synthesis of nuclear medicine concepts can occur.

**Effective Term: Fall 2007**

#### **3. Modify the following course:**

RADS 4562 Nuclear Medicine Seminar 0-3-1  
Prerequisite: ~~RADS 4534~~ **RADS 4561 and RADS 4570**  
**Prerequisite or Corequisite: RADS 4535**

Rationale: In this course, students are required to discuss advanced theoretical nuclear medicine concepts. Students gain this knowledge in RADS 4561, RADS 4570 and RADS 4535.

**Effective Term: Fall 2007**

#### **4. Modify the following course:**

RADS 4570 Nuclear Medicine PET 3-1-3  
Prerequisite: RADS 3520  
**Prerequisite or Corequisite: RADS 4534**

Rationale: This is the final course in the nuclear medicine sequence and builds on knowledge acquired in earlier clinical courses.

**Effective Term: Fall 2007**

**5. Modify the following course:**

RADS 3531 Nuclear Medicine Clinical Education I 0-20-2

~~Prerequisite: RADS 3501~~

**Prerequisite or Corequisite: RADS 3502**

Rationale: These courses lay the foundation for the first clinical education course. Because RADS 3501 is the prerequisite for RADS 3502, deleting it as a prerequisite simplifies the process.

**Effective Term: Fall 2007**

**6. Modify the following course:**

RADS 4163S Radiography Synthesis Seminar 0-3-1

Prerequisite: RADS 3060, RADS 3073, RADS 3150, and RADS 4090

**Prerequisite or Corequisite: RADS 4163**

Rationale: This corrects an earlier catalog omission.

**Effective Term: Fall 2007**

**7. Modify the following course:**

RADS 4420 Senior Radiography Seminar 0-3-1

Prerequisite: RADS 4163S and RADS 4050

**Prerequisite or Corequisite: RADS 4164**

Rationale: In this course, students are required to discuss theoretical radiography concepts. Students gain the knowledge for this type of discussion in RADS 4163S, RADS 4050 and RADS 4164

**Effective Term: Fall 2007**

**8. Modify the following course:**

RADS 4661 Sonography Synthesis 0-3-1

Prerequisite: RADS 3603, 3652, and 4633

Corequisite: RADS 4634

Rationale: Students use information from both clinic courses in the synthesis of information.

**Effective Term: Fall 2007**

**9. Modify the following course:**

RADS 4662 Sonography Seminar  
 Prerequisite: RADS 4661 and 4634  
**Corequisite: RADS 4635**

0-3-1

Rationale: In this course, students are required to discuss advanced theoretical sonography concepts. Students gain the knowledge for this type of discussion in RADS 4661, 4634, and 4635.

**Effective Term: Fall 2007**

**10. Modify the following course:**

RADS 4671 Introduction to Vascular Sonography  
 Prerequisite: RADS 4114 and 4634  
**Corequisite: RADS 4635**

3-1-3

Rationale: This is an advanced specialty course in which concepts are initially presented in RADS 4114, 4634, and 4635.

**Effective Term: Fall 2007**

**III. College of Education****A. Early Childhood Education****1. Change the following Program of Study (Bachelor of Science in Early Childhood Education):**

**D. Regents' Test, Praxis I and II, GACE Basic Skills Assessment, GACE Content Area examinations, Admission to the College of Education, Education Teaching Portfolio, Admission to ~~Student Teaching Internship II,~~ Current Certification in CPR/First Aid, Criminal Background Check**

Rationale: The change reflects a state-mandated certification test change, a change in course title/terminology, and a change in COE requirement for internship placement.

**2. Change the pre-requisites for the following course:**

ECUG 3071 Literature and Language Arts  
 Pre-requisites: admission to the College of Education and ~~ECUG 2000 and ECUG 3040 and ECUG 3050~~ and ECUG 3060

Rationale: These pre-requisite courses were deleted this spring semester.

**3. Change the pre-requisites for the following course:**

ECUG 4070 Social Studies

Pre-requisites: admission to the College of Education and ~~ECUG 2000 and ECUG 3040 and ECUG 3050~~

Rationale: These pre-requisite courses were deleted this spring semester.

**4. Change the pre-requisites for the following course:**

ECUG 4080 Life and Physical Science

Pre-requisites: admission to the College of Education and ~~ECUG 2000~~

Rationale: This pre-requisite course was deleted this spring semester.

**5. Change the pre-requisites for the following course:**

ECUG 4090 Classroom Management

Pre-requisites: admission to the College of Education and ECUG 3100 and ECUG 3040 and ~~ECUG 3050~~

Rationale: This pre-requisite course was deleted this spring semester.

**6. Change the pre-requisites/co-requisites for the following course:**

ECUG 4300 Diagnosing and Prescribing for Reading Problems

Prerequisites: ECUG 4090 and ECUG 3072

Co-requisites: ~~ECUG 4100 and ECUG 4110~~ **ECUG 4750**

Rationale: These pre-requisite courses were deleted this spring semester (2007)

**7. Delete the following courses:**

~~ECUG 4100 Student Teaching and Seminar I 2-V-6~~

~~ECUG 4110 Student Teaching and Seminar II 2-V-6~~

~~CEUG 3351 General School Curriculum and Methods (P-12) 3-6-3~~

~~CEUG 4110 Student Teaching P-12 0-V-9~~

~~CEUG 4442 Curriculum and Methods of Foreign Language Education 3-9-3~~

~~CEUG 4630 Classroom Management P-12 3-8-3~~

Rationale: All courses have been replaced with new course structures related to the disciplinary content area for teacher certification. These courses are no longer on any existing programs of study. Provisions have been made through course equivalencies to serve the needs of students progressing through the teacher certification process.



## B. Health and Physical Education

### 1. Change the following Program of Study (Bachelor of Science in Education in Health and Physical Education):

~~D. Regents' Test, Praxis I and II, GACE Basic Skills Assessment, GACE Content Area examinations, Admission to the College of Education, Education Teaching Portfolio, Admission to Student Teaching Internship II, Current Certification in CPR/First Aid, Criminal Background Check~~

Rationale: The change reflects a state-mandated certification test change, a change in course title/terminology, and a change in COE requirement for internship placement.

## C. Middle and Secondary Education

### 1. Change the following Program of Study (Bachelor of Science in Education in Middle Grades Education):

~~D. Regents' Test, Praxis I and II, GACE Basic Skills Assessment, GACE Content Area examinations, Admission to the College of Education, Education Teaching Portfolio, Admission to Student Teaching Internship II, Field Experiences, Current Certification in CPR/First Aid, Criminal Background Check~~

Rationale: The change reflects a state-mandated certification test change, a change in course title/terminology, and a change in COE requirement for internship placement.

### 2. Delete the following courses:

<del>MGSE 3200 Global and Multicultural Issues in Education</del>	<del>3-3-3</del>
<del>MGSE 4100 Student Teaching and Seminar I</del>	<del>2-0-6</del>
<del>MGSE 4110 Student Teaching and Seminar II</del>	<del>2-0-6</del>

Rationale: These courses are no longer required for any program and need to be eliminated.

## D. Special and Adult Education

### 1. Change the following Program of Study (Bachelor of Science in Special Education: Cross-Categorical):

~~D. Regents' Test, Praxis I and II, GACE Basic Skills Assessment, GACE Content Area examinations, Admission to the College of Education, Admission to the Program, Benchmark Portfolios, Admission to Student Teaching Internship II, Current Certification in CPR/First Aid, Criminal Background Check~~

Rationale: The change reflects a state-mandated certification test change, a change in course title/terminology, and a change in COE requirement for internship placement.

**2. Change the pre-requisites for the following course:**

SPED 4000 Instructional Strategies for Students with Intellectual Disabilities

Pre-requisite: admission to special education and ~~SPED 2002~~ **SPED 2003** and SPED 3001

~~Pre or corequisite: SPED 3003~~

Rationale: This change in pre-requisites reflects the approved deletion/addition of courses this spring.

**3. Change the pre-requisites for the following course:**

SPED 4001 Instructional Strategies for Students with Multiple/Severe Disabilities

Pre-requisite: admission to special education and ~~SPED 2002~~ **SPED 2003** and SPED 3001 **and SPED 3006 and SPED 3007**

~~Pre or corequisite: SPED 3009~~

Rationale: This change in pre-requisites reflects the approved deletion/addition of courses this spring.

**4. Change the pre-requisites for the following course:**

SPED 4002 Teaching Mathematics to Students with Disabilities

Pre-requisite: admission to special education and ~~SPED 2002~~ **SPED 2003** and SPED 3001 and ~~SPED 3004 and SPED 3005~~ **SPED 3006 and SPED 3007**

Rationale: This change in pre-requisites reflects the approved deletion/addition of courses this spring.

**5. Change the pre-requisites for the following course:**

SPED 4003 Teaching Reading, Spelling, and Written Expression to Students with Disabilities

Pre-requisite: admission to special education and ~~SPED 2002~~ **SPED 2003** and SPED 3001 **and SPED 3003** and ~~SPED 3009 and SPED 3004 and SPED 3005~~ **and SPED 3007**

Rationale: This change in pre-requisites reflects the approved deletion/addition of courses this spring.

**6. Change the pre-requisites for the following course:**

SPED 4005 Strategies for Developing Social Skills and Behavioral Controls  
 Pre-requisite: admission to special education and ~~SPED 2002~~ **SPED 2003**  
 and SPED 3001 and **SPED 3003** ~~SPED 3009 and SPED 3004 and SPED  
 3005 and SPED 3007~~

Rationale: This change in pre-requisites reflects the approved deletion/addition of courses this spring.

**7. Change the pre-requisites for the following course:**

SPED 4006 Planning and Managing the Learning Environment  
 Pre-requisite: admission to special education ~~SPED 2002~~ **SPED 2003** and  
 SPED 3001 **and SPED 3003** ~~and SPED 3009 and SPED 3004 and SPED  
 3005 and SPED 4002 and SPED 4003~~

Rationale: This change in pre-requisites reflects the approved deletion/addition of courses this spring.

**8. Delete the following course:**

~~SPED 4009 Student Teaching~~ \_\_\_\_\_ 0-1-12

Rationale: This course has been replaced by SPED 4750, as approved by the UCC/AASU faculty spring 2007

**V. Adjournment.** Time limitations prevented the presentation of any other committee reports or any announcements. The meeting was adjourned at 1:18 p.m.

Respectfully submitted,

Phyllis L. Panhorst  
 Coordinator of Faculty Information

**Proposed: CONSTITUTION  
OF THE  
ARMSTRONG ATLANTIC STATE UNIVERSITY  
FACULTY SENATE**

**PREAMBLE:** In order to foster participation and maximize the effectiveness of the faculty in the joint effort of governance necessary to operate the university and further its mission, we, the Faculty of Armstrong Atlantic State University, acting within the authority provided by the regulations of the Board of Regents of the University System of Georgia (BR Minutes, 1986-87, p. 333; Section 302.06, *Policy Manual* of the Board of Regents of the University System of Georgia), do hereby constitute ourselves as the Faculty Senate. As the recognized voice of the faculty, the Senate will represent the faculty in fulfilling its duties, privileges, and responsibilities in governance and in furthering the mission of the university in issues of academic concern and academic leadership.

**ARTICLE I. The Senate**

The name of the body constituted shall be the Faculty Senate of Armstrong Atlantic State University (hereinafter referred to as the Senate).

**SECTION A. Sources of Powers**

Subject to the limitations imposed by the policies of the Board of Regents of the University System of Georgia, this constitution establishes the powers and duties of the Senate.

**SECTION B. Membership of the Faculty**

The members of the faculty are the university's president, vice presidents, deans, assistant/associate deans, department heads, other personnel designated by the president as holding faculty status, and full-time faculty members holding appointment at the ranks of professor, associate professor, assistant professor, and instructor.

**SECTION C. Voting Members of the Faculty**

Voting members of the faculty, eligible to elect Senators and vote on constitutional or bylaws amendments, are department heads and non-administrative, full-time faculty members holding appointment at the ranks of professor, associate professor, assistant professor, and instructor.

**SECTION D. Non-voting Members of the Faculty**

Non-voting members shall be the president, *ex officio* members, other administrative personnel designated by the university's president as holding faculty status, adjunct faculty, part-time faculty, and full-time faculty members holding temporary appointments.

## SECTION E. Membership of the Senate

Senators shall be elected from and by voting members of the faculty. Only Senators or their elected alternates may vote at meetings of the Senate.

Apportionment is formulaic as defined in the bylaws with each department represented by at least one Senator.

There will be one Senator appointed by the President of the Senate to serve as liaison to part-time faculty.

## SECTION F. *Ex Officio* Members of the Senate

Vice presidents, assistant and associate vice presidents for academic affairs, and deans are *ex officio*, non-voting members of the Senate.

## 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 II. **Officers of the Senate**

### Section A. Presiding Officer

No later than the last meeting of the Senate in the spring semester, the Senate shall elect a President by a majority vote.

The President shall serve for a term of two years beginning in the fall semester. When elected, the President will serve the two-year term as both President and Senator. In the event of a Senator's election to the presidency, the Senator shall complete the two-year term provided for this office without regard to the length of time remaining in the Senator's elected term.

The President of the Faculty Senate shall be the presiding officer of the Senate. In the President's absence, the Vice President shall preside. The presiding officer shall conduct meetings according to *Robert's Rules of Order* and may vote only to break a tie.

## SECTION B. Additional Officers of the Senate

- Vice President
- Secretary
- Parliamentarian

The Vice President and Secretary will be elected no later than the last meeting of the Senate in the spring semester.

The Parliamentarian will be appointed by the President of the Senate.

These officers serve a term of one year beginning in the fall semester.

Three hours of reassigned time per semester shall be granted each to the President and Secretary of the Senate.

## ARTICLE III. Powers and Responsibilities

The Faculty Senate is an elected, representative body that acts on behalf of the faculty on matters within faculty purview as enumerated under Board of Regents' policy, including faculty governance, advising the President of the University on matters of university planning, governance, and resource allocations. The purpose of the Senate is defined as follows:

1. represent the faculty in the shared responsibility for the University's direction in all matters relating to academic policy, including curriculum matters, degree requirements, scholastic standards, academic freedom, admissions policies, and student academic behavior
2. represent faculty on matters pertaining to the appointment of administrative officers, budget and planning matters, promotion and tenure policy, and other matters affecting educational standards
3. provide a representative forum for the deliberate consideration of proposals, recommendations, suggestions and institutional objectives, and to make appropriate recommendations to the faculty and the President of the University.

## ARTICLE IV. Committees

The Senate shall have the authority to create, revise, and eliminate faculty committees as necessary.

Committees shall conduct studies, formulate recommendations, and carry out such responsibilities as granted them by the constitution of the Senate or by the Senate. These activities may result from a request from the Senate or may be initiated by the committee.

## SECTION A. Committees of the Senate

These committees are elected annually by the Senate from the Senate and report directly to the Senate. They conduct the business of the Senate.

#### SECTION B. Standing Committees of the Senate

These committees are elected annually from and by the faculty and will report directly to the Senate. They serve to advise the Senate.

#### SECTION C. Elections and Terms of Committees

The Committees of the Senate are elected during the spring semester prior to the fall semester when they will begin their duties. Members serve a three-year term with one third of the membership being elected annually.

The Standing Committees of the Senate are elected during the spring semester prior to the fall semester when they will begin the duties. Members serve a two-year term with half of the membership being elected annually.

#### SECTION D. Ad Hoc Committees

The President of the Senate shall create special committees as necessary and shall designate their size and jurisdiction. The President of the Senate may appoint delegates to represent the Senate at other functions.

### **ARTICLE V. Meetings**

The Senate shall meet at least four times per semester during the academic year. The Steering Committee shall determine the meeting schedule, which will be provided to the faculty at the beginning of each academic year. Minutes of Senate meetings shall be made public within one week following Senate approval.

#### SECTION A. Special Meetings

Special meetings of the Senate may be called by the President of the Senate or when requested by petition of either twenty-five percent of the voting members of the Senate or by fifteen percent of the faculty.

#### SECTION B. Quorum

Seventy-five percent of the voting membership of the Senate shall constitute a quorum.

#### SECTION C. Voting

Given a quorum, a majority of the Senate's voting members present shall constitute legislative authority. Voting at all meetings shall be by roll call vote, by voice vote, or by ballot as determined by the President of the Senate.

Only Senators may vote during Senate meetings.

#### **ARTICLE VI. Procedure for Faculty Review of Senate Actions**

The Faculty Senate derives its powers from the voting members of the faculty; therefore, any decisions of that Senate may be reviewed, amended, or reversed by a vote of the faculty. If fifteen per cent or more of the voting members of the faculty make a formal petition to the President of the University, then the President of the University shall call for a Special Session of the faculty to consider the items contained in the petition. Such action by the President of the University will occur within three calendar weeks of the receipt of the petition. The President of the University shall notify the President of the Faculty Senate of all matters that have been cited in the petition and direct that action on these matters shall be suspended pending disposition by the faculty. The Office of the University President shall ascertain the validity of the signatures on any petition so submitted. The final decision on petitioned items shall be made by a majority of those voting in a secret ballot of the voting members of the faculty.

#### **ARTICLE VII. Amendments**

Amendments to the constitution shall be adopted, with four weeks prior notice to the faculty, upon approval by a two-thirds vote of the voting members of the faculty.

Amendments to the bylaws of the constitution shall be adopted, with two weeks prior notice to faculty, upon approval by a majority of the voting members of the faculty.



**Proposed: THE BYLAWS**  
**OF THE ARMSTRONG ATLANTIC STATE UNIVERSITY**  
**FACULTY SENATE**

**ARTICLE I. Senate Jurisdiction**

The AASU Faculty Senate shall make, subject to the approval of the President of the University, statutes, rules, and regulations for the joint effort of governance; provide such committees as may be required to support governance; prescribe academic regulations regarding admission, suspension, expulsion, classes, courses of study, and requirements for graduation; and make such regulations as may be necessary or proper for the maintenance of high educational standards. A copy of the statutes, rules and regulations made by the Faculty Senate shall be filed with the Chancellor of the University System of Georgia. The Faculty Senate shall also have primary responsibility for those aspects of student life which relate to the educational process, subject to the approval of the President of the University (BOR Minutes, 1986-87, p. 333).

**ARTICLE II. Duties of the Senate**

SECTION A. Coordinate the activities of the Standing Committees of the Senate by appointing faculty to these committees and by responding to recommendations from these committees.

SECTION B. Advise the President of the University regarding overall allocation of resources in pursuit of the needs of students, the quality of their instruction, and the academic curriculum.

SECTION C. Monitor and make recommendations on the development of policies affecting the welfare of faculty.

SECTION D. Monitor and make recommendations on the development of policies affecting the academic mission of the university.

SECTION E. Act upon recommendations, institutional objectives, or other matters that shall be brought before it by Senators, Senate committees, the President of the University, vice presidents, or individual faculty members, and make recommendations to the President of the University.

SECTION F. Maintain a Faculty Senate website for regular and effective communication with the faculty. This website will include, but not be limited to, the following:

1. all agendas and minutes of Faculty Senate meetings
2. minutes of meetings of all Senate committees
3. recommendations from the Faculty Senate to the President of the University, and the President's responses to these recommendations
4. bills of the Senate and a record of their resolution, including a record of votes
5. the annual report of the Senate
6. a discussion board to allow faculty members to comment on Senate agenda items and actions

7. a resource page for university and system policies
8. links to appropriate online resources
9. the constitution and bylaws of the Faculty Senate
10. record of the amendments to the constitution and bylaws.

SECTION G. Monitor and update the constitution and bylaws of the Faculty Senate.

SECTION H. Monitor, review, and develop policies and procedures related to the curricular and co-curricular activities of students; these areas shall include:

1. admissions, dismissal, discipline, scholarship, classes, courses of study, and requirements for graduation
2. other aspects of student life as may be necessary and appropriate for the maintenance of high educational standards.

SECTION I. Report approved motions of the Faculty Senate to the President of the University in the form of recommendations, according to the following procedures:

1. Recommendations will be made in printed format and will be signed by the President of the Senate.
2. The President of the University will be invited to respond to these recommendations within thirty days.
3. The President of the University may approve, veto, remand to the Senate, or otherwise defer action on a Senate recommendation.
4. If a recommendation to the President of the University is vetoed, remanded, or otherwise deferred, the President will, through a written response, provide the Senate with the reason(s) for such action.
5. In response to a veto, the Senate may, accept the President's veto, or by a majority vote, revise and resubmit the recommendation, or by a two-thirds majority vote, resubmit the recommendation unchanged.
6. Following discussions with the President of the University, if no acceptable resolution can be reached, the Senate President, following an additional affirmative vote by a two-thirds majority of the Senate, may submit an appeal to the Board of Regents under Board of Regents Bylaws, Article VIII, with the understanding that the Board may choose not to hear the matter or address it further.

### **ARTICLE III.        Membership of the Senate**

SECTION A. Senators will be nominated and elected at the departmental level.

SECTION B. There will be forty Senators. Apportionment will be calculated using the Webster formula with each department being represented by at least one Senator. For purposes of apportionment, the Library will be considered a department.

SECTION C. Every five years or upon the creation or deletion of a department, the Senate's Constitution and Bylaws Committee shall review the composition of the Senate. As a result of this review, the committee may recommend a reapportionment of the forty seats to the Senate

and propose a plan for modifying the length of terms to maintain appropriate representation during the period of redistribution.

SECTION D. Because of the responsibility attendant upon membership in the Senate, department chairpersons shall make every effort to arrange schedules to permit attendance of Senators at regular meetings of the Senate.

#### **ARTICLE IV. Duties and Privileges of Senators**

SECTION A. Senators shall have full privileges of the Senate, including but not limited to the following: rights to introduce resolutions, make motions, vote on motions, call for additional meetings, and other privileges as defined in the most current edition of *Robert's Rules of Order*.

SECTION B. Senators are required to attend all Senate meetings and to take part in the Senate's committee work assigned by the President of the Senate.

SECTION C. A Senator who is unable to attend a meeting must notify the Secretary of the Senate. That Senator's academic department will send the elected alternate, who will have full voting privileges. In such cases, because the department is represented, the Senator's absence will be considered "excused."

SECTION D. More than two unexcused absences per year from Senate meetings will be communicated to the Senator's department.

SECTION E. Senators will bring forth the concerns of their respective departments.

SECTION F. Senators will make regular reports of Senate actions to their departments' faculties.

#### **ARTICLE V. Election of Senators**

SECTION A. Senators shall hold office according to the following terms:

1. Senators shall be elected for a three-year term. Each department shall elect an alternate for each Senator with each alternate elected for a three-year term.
2. During the first three years of the Faculty Senate, staggered elections will be held so that one-third of the Senators will be newly elected each year.
3. Following a three-year wait period, Senators may be re-elected for another three-year term.
4. If a Senator is transferred from one academic department to another or is reassigned to an administrative position during his or her term of office that Senator's term shall end as of the date of the transfer.

SECTION B. By January 15 of each year, the Senate Elections Committee shall inform university departments of (1) the names of Senators whose terms will expire during the current academic year, and (2) any changes in apportionment as stated in the bylaws.

SECTION C. Department heads shall report the results of elections to the Senate Elections Committee not later than March 1 of each year.

## **ARTICLE VI. Duties and Responsibilities of the Officers of the Senate**

SECTION A. The President shall

1. chair the Steering Committee of the Senate
2. sign the official copies of all Senate actions and communicate all formal actions to the President of the University
3. serve as the official representative of the faculty at university functions
4. appoint committees
5. form ad hoc committees
6. assign specific duties to officers of the Senate.

SECTION B. The Vice President shall

1. assist the President as a member of the Senate Steering Committee
2. schedule rooms needed for meetings of the Senate.

SECTION C. The Secretary shall

1. collect, publish, and distribute the agendas and approved minutes of the Senate and committees
2. create other documents on behalf of the Senate
3. maintain and ensure the accuracy of the information on the Senate website
4. take minutes and keep attendance records for all meetings of the Steering Committee and the Senate
5. notify departments of unexcused absences of Senators
6. keep records of all proceedings and file all committee reports
7. keep the Senate's official membership roll and call the roll where it is required
8. assign a number to each bill or resolution.

SECTION D. The Parliamentarian shall

1. ensure that Senate meetings are conducted in accordance with the most current edition of *Robert's Rules of Order*, the constitution, and the bylaws of the Faculty Senate
2. ensure that a quorum is maintained during Senate meetings
3. monitor Senate voting procedures for accuracy.

## **ARTICLE VII. Election of Officers**

The Elections Committee will develop a slate of officers by April 1 of each year. Senators may make nominations to the Elections Committee. Senators-elect are eligible for nomination.

Senators who are completing the last year of their terms are not eligible for nomination to Senate office.

## **ARTICLE VIII. Faculty Senate Meetings and Procedures**

SECTION A. The Senate shall meet regularly in accordance with the following:

1. The Steering Committee shall determine the meeting schedule that will be provided to the faculty at the beginning of each academic year. Minutes of Senate meetings shall be made public no later than seven calendar days following Senate approval.
2. The Senate shall meet in open session, in space adequate for visitors, at least four times per semester during the academic year.

SECTION B. Except as determined by majority vote of the Senators (in which case the Senate would be in executive session, in accordance with *Robert's Rules of Order*), all meetings of the Senate shall be open for members of the general faculty to attend.

SECTION C. Faculty or staff members who are not Senators may be recognized to speak to specific agenda items at the discretion of the presiding officer.

SECTION D. Members of the faculty, individually or collectively, or through campus committees, are encouraged to submit items for consideration for the Faculty Senate meeting agenda to their elected representative or directly to the Steering Committee.

In addition, members of the Faculty Senate may raise suggestions for agenda items from the floor during meetings of the Faculty Senate.

SECTION E. Special Meetings of the Senate

Special meetings may be convened only to consider an item or items specific to the published purpose of the meeting. Typically such a meeting may be called to discuss any important matter that may arise between regularly scheduled meetings or that requires immediate action by the body before the next regularly scheduled meeting. Notice of the meeting must be published at least three working days before the meeting. Only business stated in the call for a special meeting may be transacted.

## **ARTICLE IX. Committees of the Senate**

Each committee will develop a set of bylaws, have them approved by the Constitution and Bylaws Committee, and keep these bylaws current. Each committee shall conduct its business in accordance with *Robert's Rules of Order*. With the exception of the Steering Committee as noted below in Article IX, Section A, each committee shall elect a chair person from its voting membership.

Each will establish a schedule for meetings and submit it to the Secretary of the Senate.

SECTION A. Steering Committee

Charge: The President of the Senate shall convene a Steering Committee with the primary responsibility to facilitate the administration of the Senate.

**Duties:** The Committee sets the agenda for meetings. The committee meets with the President of the Senate before each regular meeting to determine the agenda. The agenda as agreed upon by the committee shall be sent by the Secretary of the Senate to the faculty prior to each meeting.

**Membership:** Membership is composed of the officers of the Senate. In addition, one Senator each from the College of Arts and Sciences, the College of Education, the College of Health Professions, and the School of Computing 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.

#### SECTION B. Elections Committee

**Charge:** This committee shall develop the nominations and election processes.

**Duties:** This committee shall

1. solicit nominations and accept nominations
2. determine willingness to serve
3. prepare slates of nominees
4. conduct university wide elections for the Standing Committees of the Senate
5. conduct elections for the Senate Committees
6. manage the election process
7. announce the results of elections
8. have the authority to call special elections.

**Membership:** The Elections Committee shall consist of five Senators elected by the Senate. No member of the Elections Committee can be nominated for Senate office.

#### SECTION C. Committee on Committees

**Charge:** The committee will regularly review the charge of each committee of the Senate to keep it up-to-date and effective.

**Duties:** The Committee assures that the work of each committee is consistent with its bylaws. The Committee can propose changes to committee bylaws and inform the Senate of any change(s) in committee structure. This committee has the responsibility to propose revise, or eliminate Senate committees and standing committees of the Senate. The Senate must approve any changes in committees' bylaws.

**Membership:** The Committee on Committees shall consist of four Senators elected by the Senate.

#### SECTION D. Constitution and Bylaws Committee

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

Duties: This committee will review and make recommendations on the bylaws of each Senate committee and each Standing Committee of the Senate. Proposals for changes to the Constitution of the Senate and/or the Senate's bylaws must be reviewed by this committee.

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

## **ARTICLE X. Operational Framework for Standing Committees of the Senate**

SECTION A. Standing Committees serve as agents of the faculty and its Senate and also as prime contributors of information and recommendations to the Senate. Committees will provide agendas at least five working days before a meeting and file approved minutes of each meeting with the Secretary of the Senate. Committees may be charged further by the President of the Senate for special reports on prescribed subjects.

SECTION B. Each committee will develop a set of bylaws, have them approved by the Constitution and Bylaws Committee, and keep these bylaws current. Each committee shall elect a chair person from its voting membership and conduct its business in accordance with *Robert's Rules of Order*.

SECTION C. All committees are charged to report to the Faculty Senate in writing at least once annually.

SECTION D. A committee may divide itself into working subcommittees in performing its duties and may appeal to the President of the Senate for the establishment of task forces, study panels, and the like to expedite its work.

SECTION E. In the conduct of its business, a committee may hold hearings and forums as well as joint meetings with other committees.

SECTION F. Members of the Standing Committees shall be elected according to procedures established by the Elections Committee. Faculty members are elected to committees for terms of two years, unless otherwise specified in the bylaws of the committee, and terms will be staggered so as to ensure satisfactory continuity. Faculty members shall not serve for more than two consecutive terms on any one committee.

SECTION G. The Elections Committee will solicit nominations of Senators and conduct elections of Senators who will serve on standing committees. One Senator shall serve on each standing committee. The Senator will be a voting member of the committee but will not serve as the chair.

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

## **ARTICLE XI. Standing Committees of the Senate**

### **SECTION A. Faculty Welfare Committee**

**Charge:** The Faculty Welfare Committee will protect the welfare of the faculty and promote a sense of faculty community.

**Duties:** The committee shall consider issues and proposals related to faculty welfare. The committee shall be involved in issues of policy and shall not consider individual cases. The Committee shall make recommendations to the Senate for either information purposes or for action.

The committee will make recommendations to the Senate concerning faculty evaluation policies and procedures.

The committee shall also promote various intellectual, social, and recreational activities that foster a sense of faculty community.

**Membership:** The committee shall be composed of five faculty representatives with one from the College of Arts and Sciences, from the College of Education and the College of Health Professions, from the School of Computing, and one at-large member. The at-large member must hold graduate faculty status.

### **SECTION B. Student Success Committee**

**Charge:** The Student Success Committee shall recommend policies on recruitment, admissions, advisement, and retention. It will recommend award recipients for scholarships.

**Duties:** The committee shall

1. define and evaluate advisement goals, objectives and procedures
2. evaluate the relationship between academic advisement and retention
3. review both current and proposed policies concerning advisement and recommend changes to the Senate
4. identify resource needs for advisement and retention
5. develop, assess, and help to implement an annual advisement and retention plan
6. review scholarship applications compiled by the Office of Financial Aid, and recommend award recipients
7. prepare the list of candidates for graduation.

**Membership:** The committee shall be composed of ten faculty representatives. *Ex officio*, non-voting members are the Director of Academic Orientation and Advisement, the Director of Minority Affairs, the Registrar, the Director of the Honors Program, the Director of Financial Aid, the Dean of Enrollment Services, and the Assistant Vice President of Graduate Studies. One representative from the Student Government Association and one representative from the Graduate Coordinating Council will serve as non-voting members of this committee but will be excused during deliberations of matters relating to financial aid and scholarships.



### SECTION C. Library Committee

Charge: The Library Committee will make recommendations to the Senate concerning library policies and act in an advisory capacity to the university librarian.

Duties: The committee shall review and make recommendations concerning the library budget, library allocation policies, and other new library policies. It will also help promote library-related communication throughout the university. It shall be the duty of the committee to select the winner of the Lane Library/Brockmeier Award for Outstanding Junior Faculty Member.

Membership: The committee shall be composed of six faculty members including one member from Lane Library, the University Librarian (*ex officio*, nonvoting), and one student member.

### SECTION D. Research and Scholarship Committee

Charge: The Research and Scholarship Committee will promote and support research endeavors of faculty and students at Armstrong Atlantic State University.

Duties: The committee shall review and make recommendations concerning the faculty Research and Scholarship Grants, coordinate the Student Research and Scholarship Exhibition, sponsor the Faculty Research and Scholarship Magazine, determine the recipient of the Alumni Award for Distinguished Faculty Service to the Discipline, and recommend advanced academic leave.

Membership: The committee shall be composed of eight faculty members: four drawn from each college and school and four at-large members. At least one of the at-large members must hold graduate faculty status.

### SECTION E. Academic Appeals Committee

Charge: The Academic Appeals Committee shall hear appeals on such matters as admission, progression, and academic dishonesty and make recommendations through the Senate to the Office of the Vice President of Academic Affairs.

Duties: Specifically, the committee shall act on readmission appeals after suspension (not to include final suspension) and appeals regarding graduation requirements. The committee will also act on issues related to academic behaviors.

Membership: The committee shall be composed of six faculty members. The Vice President for Student Affairs or his/her designee, and the Registrar will be *ex officio*, non-voting members.

### SECTION F. Curriculum Committee

Charge: The Curriculum Committee shall recommend to the Senate general curricular policies affecting the undergraduate academic programs offered by the university (e.g., core curriculum, university exit examinations, etc.).

**Duties:** The committee shall consider all proposals for new degree programs, majors, and/or minors, and make its recommendations to the Senate for action. The committee shall review all actions of the college/school curriculum committees, and shall be the organ of the university to which any college/school or autonomous department/program may make recommendations concerning undergraduate curricular matters. The committee may also make recommendations on curricular matters to the Graduate Affairs Committee. The committee will meet two weeks before each scheduled meeting of the Senate.

**Membership:** The Curriculum Committee shall consist of twelve members of the faculty. No more than one member from any one department/program may serve at one time on the committee. There shall be four faculty members from the College of Arts and Sciences (including the Library), two members from the College of Education, two members from the College of Health Professions, one member from the School of Computing, and three members from the faculty at-large with no more than two at-large members from any one college/school.

#### SECTION G. Planning, Budget, and Facilities Committee

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

**Duties:** These responsibilities include recommendations concerning the strategic plan, 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 academic programs.

**Meeting and Reporting:** The committee shall meet at least once each term and make recommendations to the Senate.

**Membership:** The committee shall be composed of six faculty representatives: two from Arts and Sciences, one from Education, two from Health Professions, and one from Computing. At least one of the faculty representatives must hold graduate faculty status. *Ex officio*, non-voting members will be one department head, one dean, the Vice President for Academic Affairs, the Vice President for Student Affairs, and the Vice President for Financial Services.

#### SECTION H. Faculty Development Committee

**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; administer internal Teaching and Learning Grants for faculty; oversee the operations of the faculty associates program; sponsor and co-sponsor workshops for forums on teaching methods and on strategies for understanding, assessing, and facilitating student learning; host an annual symposium on teaching and learning;

and propose, initiate, and promote other activities and services that provide a supportive environment for the professional growth and development of faculty. Oversee the awarding of the Gignilliat Summer Research Fellowship.

Membership: The committee shall be composed of seven faculty members and the director of Faculty Development. The Director of Faculty Development and a representative from Sponsored Programs shall serve as *ex officio*, non-voting members.

#### SECTION I. Writing Committee

Charge: The Writing Committee will promote student achievement in writing and foster campus-wide support for the principle of effective writing in all academic disciplines.

Duties: The committee shall sponsor workshops and conduct an annual campus-wide forum. These activities will address writing strategies that are generic and discipline specific. The committee will also assist the Director of the Writing Center in recruiting qualified students to serve as writing tutors and in encouraging greater faculty participation in the work of the Writing Center.

Membership: The committee shall consist of five faculty members and two students (one Honors Program student nominated by the Executive Committee of the Honors Program and one student nominated by the Director of the Writing Center. The Director of the Writing Center will serve as an *ex officio*, non-voting member.

#### SECTION J. International Programs and Activities Committee

Charge: The International Programs and Activities Committee will clarify, review, and implement regulations and policies regarding the quality and administration of international education programs. The committee will work with the Office of International Education, advance the development of its programs and activities, and provide recommendations regarding resource allocation for international programs.

Duties: The committee works with the faculty and student international exchange programs, study abroad programs and visiting professors and students; establishes study abroad opportunities; enhances campus global perspectives in and beyond the curriculum; improves campus and community awareness of international programs; clarify and update policies; evaluate adherence to these policies; and serve as a forum for discussing relevant administrative and resource issues.

Membership: The committee shall be composed of five faculty representatives; the campus representatives to the European, Asian, African and Americas Council of the University System of Georgia; a member of the European Union Certificate Program; a member of the Latin-American Certificate Program; and one representative from each study abroad program. The Director of International Education shall serve as an *ex officio*, non-voting member.

#### SECTION K. Honors Advisory Committee

**Charge:** The Honors Advisory Committee will serve in an advocacy role for the Honors Program among students and faculty and aid the administration of the program.

**Duties:** The committee shall monitor adherence to guidelines and policies, update and clarify policies, resolve requests for exceptions to policies, and invite and review proposals for Honors Program courses.

**Membership:** The committee shall consist of five faculty members and one student representative. The Director of the Honors Program shall serve as an *ex officio*, non-voting member. In choosing members, attention should be paid to departments/programs and faculty members who are offering honors courses.

#### SECTION L. Graduate Affairs Committee

**Charge:** The Graduate Affairs Committee will make recommendations on graduate policies and procedures and serve as a deliberative body for matters of concern for graduate level programming.

**Duties:** The committee shall

1. act on behalf of the Graduate Faculty except as specified elsewhere in the Bylaws
2. develop, review, make recommendations on, and keep current polices and procedures affecting graduate level recruitment, admission, progression through programs, retention, and graduation
3. present the list of graduates 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:
  - Graduate Faculty Status Subcommittee
  - Graduate Student Appeals Subcommittee
  - Graduate Curriculum Subcommittee
6. report and make recommendations to the Senate regarding graduate school programming
7. report and make recommendations regarding graduate student appeals through the Senate to the chief officer of the School of Graduate Studies.

**Membership:** The committee will be composed of one graduate faculty member with associate or full graduate faculty status from each free-standing graduate degree program and two at-large members with from disciplines not otherwise represented. The chief officer of the School of Graduate Studies, Academic Deans (or their designees), the Advisor to the Graduate Student Coordinating Council, and a student member of the Graduate School Coordinating Council will serve as *ex officio*, non-voting members of the committee.

### Amendment 1

#### **Amend The Bylaws of the Faculty Senate:**

ARTICLE XI. Standing Committees of the Senate

Section A. Faculty Welfare Committee, last paragraph

Amend: “The committee shall be composed of five faculty representatives with one from the College of Arts and Sciences, from the College of Education, and the College of Health Professions, from the School of Computing, and one at-large member. The at-large member must hold graduate faculty status.”

To: The committee shall be composed of five faculty representatives with one from the College of Arts and Sciences **and the Library**, **one** from the College of Education, ~~and the one~~ from the College of Health Professions, **one** from the School of Computing, and one at-large member. ~~The at-large~~ **At least one** member must hold graduate faculty status.”

Rationale: Library faculty should not be excluded from membership. Removing the requirement that the at-large member have graduate status would allow for broader participation.

### Amendment 2

#### **Amend The Bylaws of the Faculty Senate:**

ARTICLE XI. Standing Committees of the Senate

Section G. Planning, Budget, and Facilities Committee, last paragraph

Amend: “The committee shall be composed of six faculty representatives: two from Arts and Sciences, one from Education, two from Health Professions, and one from Computing.”

To: “The committee shall be composed of ~~six~~ **seven** faculty representatives: two from Arts and Sciences, **one from the Library**, one from Education, two from Health Professions, and one from Computing.”

Rationale: The library is an important facility on this campus, and it will be expanded significantly in the coming decade. Library faculty need representation on this committee, both to give input and to improve the flow of information. Also, the committee should have an odd number of members.

**Amendment 3****Amend The Constitution of the Faculty Senate:**

## SECTION D. Non-voting Members of the Faculty

Amend: Non-voting members shall be the president, *ex officio* members, other administrative personnel designated by the university's president as holding faculty status, adjunct faculty, part-time faculty, and full-time faculty members holding temporary appointments.

To: Non-voting members shall be the president, *ex officio* members, other administrative personnel designated by the university's president as holding faculty status, adjunct faculty, **and** part-time faculty. ~~and full-time faculty members holding temporary appointments.~~

Rationale: Full-time Temporary Faculty play a crucially important role teaching the students at AASU. Under the current system of governance, full-time temporary faculty attend faculty meetings and vote in all proceedings. The proposed constitution and bylaws for the Faculty Senate deny full-time temporary faculty voting privileges that they now enjoy. This amendment would recognize the contribution of these faculty and restore their vote in the governance system.

**Amendment 4****Amend The Constitution of the Faculty Senate:**

## SECTION E. Membership of the Senate

Amend: Senators shall be elected from and by voting members of the faculty. Only Senators or their elected alternates may vote at meetings of the Senate.

To: "Senators shall be elected from and by voting members of the faculty; **however, faculty holding temporary appointments may vote in Senate elections but may not serve on the Senate.** Only Senators or their elected alternates may vote at meetings of the Senate."

Rationale: If Amendment 3 (above) passes, full-time temporary faculty would attain full faculty status, in terms of the Faculty Senate. It is unpractical, however, for faculty holding one-year employment contracts to serve 3-year Senate terms. This amendment excludes full-time temporary faculty from serving in the Senate.

**Amendment 5**

**Amend The Bylaws of the Faculty Senate:**

**ARTICLE III.        Membership of the Senate**

Amend: SECTION B. “There will be forty Senators. Apportionment will be calculated using the Webster formula with each department being represented by at least one Senator. For purposes of apportionment, the Library will be considered a department.”

To: SECTION B. “There will be forty Senators. Apportionment will be calculated using the Webster formula with each department being represented by at least one Senator. For purposes of apportionment, the Library will be considered a department. **For purposes of apportionment, departments consist of all ‘Voting Members of the Faculty,’ as defined in Article I, Section C of the Constitution of the Faculty Senate.**”

Rationale: If Amendment 3 (above) passes, full-time temporary faculty become Voting Members of the Faculty and must be counted as faculty members to determine apportionment of Senators.

## **Amendment 6**

### **Amend The Bylaws of the Faculty Senate (new committee):**

ARTICLE XI. Standing Committees of the Senate

#### **SECTION M: Interdisciplinary Studies Committee**

**Charge:** The Interdisciplinary Studies Committee will establish and maintain liaisons with departments in all schools and colleges for the purposes of encouraging, promoting, and coordinating interdisciplinary studies at Armstrong Atlantic State University.

**Duties:** The committee will recommend policies and procedures affecting (1) the development, promotion, and scheduling of interdisciplinary courses and programs; (2) the hiring, evaluation, and promotion of faculty who teach in interdisciplinary programs; and (3) the review of student-initiated proposals for interdisciplinary programs of study.

**Membership:** The committee shall be composed of six faculty members, including three coordinators of interdisciplinary majors and three faculty representing interdisciplinary minors or certificates.

**Rationale:** With the continued increase in the number of interdisciplinary majors (e.g., Gender & Women's Studies, Law & Society, Liberal Studies, and—soon—Transatlantic Studies) and minors (e.g., African-American Studies, International Studies, Leadership Studies, and Religious Studies), more and more faculty are being called on to cross traditional college and departmental boundaries and teach in more than one academic program. This trend offers new professional opportunities for faculty and fresh academic experiences for students, but it also presents new challenges and some potential problems—challenges and problems that this committee has been designed to address.



**Amendment 7****Amend The Bylaws of the Faculty Senate (new committee):**

ARTICLE XI. Standing Committees of the Senate

**SECTION N: Educational Technology Committee**

**Charge:** To review changes in technological infrastructure and University policies governing the use of technology in collaboration with other University and senate committees to insure an optimal environment for the educational use of technology, to promote the use of technology in education and to assist faculty in using technology for teaching, service and scholarship.

**Duties:** The committee will provide coordination and communication between/among the various University committees (such as the Committee on Information Technology) and other committees of the Senate that are involved with Technology use at AASU for the purpose of ensuring faculty awareness of technology issues related to teaching, learning, and professional development, and a faculty voice in the evolving policies related to such use. Specifically, this committee will monitor campus access to computer and related services for educational purposes for students and faculty, monitor, in collaboration with the Committee on Information Technology, University policies governing the use of technology and changes in the technology infrastructure of the University, and coordinate with the Faculty Development Committee and Teaching and Learning Center to ensure ongoing faculty development to stay current with new technology tools in teaching and learning, for online, web-enhanced and in class instruction.

**Membership:** The committee shall be composed of seven faculty members with particular interest and skills in the application of technology to education. A representative from Computer and Information Services shall serve as an ex officio, non-voting member.

**Rationale:** Technology plays a critical role in the delivery of education in the 21st century. Because this is such an important part of the educational process, a mechanism is needed by which the senate can receive information about educational technology issues and the technology needs of the faculty. This committee is designed to provide that information to the senate. In addition it will be able to work collaboratively with committees such as the Library Committee to assist them in dealing with their technology concerns or the Faculty Development Committee and the Teaching and Learning center to provide workshops on educational technology policies and teaching techniques using technology. It will be able to survey the faculty about their technological needs and share the results of these surveys to the senate. It will provide the perfect partnership with the Committee on Information Technology in reviewing University policies from two different perspectives.

**Amendment 8****Amend The Constitution of the Faculty Senate:**

## SECTION C. Voting Members of the Faculty

Voting members of the faculty, eligible to elect Senators and vote on constitutional or bylaws amendments, are department heads and non-administrative, full-time faculty members holding appointment at the ranks of professor, associate professor, assistant professor, and instructor.

To: Voting members of the faculty, eligible to elect Senators and vote on constitutional or bylaws amendments, are ~~department heads and~~ non-administrative, full-time faculty members holding appointment at the ranks of professor, associate professor, assistant professor, and instructor.

Rationale: As was discussed in the initial meeting to review these proposals (8/24/07), it was suggested that department heads, like vice-presidents, deans, and assistant/associate deans are administrative employees during the tenure of their appointments. They are appointed by the president, serve at the president's pleasure, are accountable primarily, if not exclusively to deans, vice-presidents and other demonstrably administrative personnel. They have regular access to upper levels of administration, which regular faculty do not, where they speak with authority and influence. Recent history would suggest that departments, schools, and colleges have little "control over" the determination of these appointments (other than through the recommending process of a national search), and virtually no influence in determining the length or tenure of these appointments.

When questioned about the rationale of this section of the proposed Constitution at the meeting of 8/24/07, the Executive Committee indicated that the intent and purpose of these sections was/is to distinguish administrative from non-administrative personnel for the purpose of excluding the former from voting/representative status/eligibility in the Faculty Senate.

The Faculty Senate and its participatory members should comprise those who speak for and are accountable to faculty, and are not in any significant way influenced by or subject to the particular interests or agenda appropriate to administrative responsibility.

**Amendment 9****Amend The Constitution of the Faculty Senate:**

## SECTION D. Non-voting Members of the Faculty

Amend: Non-voting members shall be the president, *ex officio* members, other administrative personnel designated by the university's president as holding faculty status, adjunct faculty, part-time faculty, and full-time faculty members holding temporary appointments.

To: Non-voting members shall be the president, **vice presidents, deans, assistant/associate deans, department heads**, *ex officio* members, other administrative personnel designated by the university's president as holding faculty status, adjunct faculty, part-time faculty, and full-time faculty members holding temporary appointments.

Rationale: See rationale for Amendment 8.

**Amendment 10**

**Amend The Constitution of the Faculty Senate:**

SECTION F. *Ex Officio* Members of the Senate

Vice presidents, assistant and associate vice presidents for academic affairs, and deans are *ex officio*, non-voting members of the Senate.

To: Vice presidents, assistant and associate vice presidents for academic affairs, ~~and~~ deans, **associate/assistant deans, and department heads** are *ex officio*, non-voting members of the Senate.

Rationale: See rationale for Amendment 8.