



**ARMSTRONG ATLANTIC
STATE UNIVERSITY
Faculty Meeting
Minutes of March 17, 2008
Armstrong Center Auditorium**

- I. **Call to Order.** The meeting was called to order 12:18 p.m. by Dr. Ellen Whitford. Parliamentarian John Kraft reported that 116 of 293 faculty members were present, which did not constitute a quorum.
- II. **Approval of Minutes.** The minutes of February 11, 2008 could not be approved due to lack of quorum.
- III. **Old Business**
 - A. **Transition to the Senate** Michael Toma
 1. **Transitional Elections Committee**
 - a. **Senate Officer Elections**

Dr. Toma reported that election of the President, Vice President, and Secretary would take place on March 31.
 - b. **University Curriculum Committee Elections**

Dr. Toma said that University Curriculum Committee Elections would be held in April if the two amendments regarding that committee are passed.
 2. **Transitional Committee on Committees**
 - a. **First Reading, Amendment 14** (see Attachment 1)

The amendment was noted as being read into the minutes. A vote to approve this amendment will take place at the April faculty meeting.
 - b. **First Reading Amendment 15** (see Attachment 2)

There was discussion of the amendment. Issues were raised regarding the accuracy of some of the language regarding graduate curriculum, and about library faculty representation on the committee. No amendments could be made to the amendment due to lack of quorum. After consulting with the Parliamentarian, the Executive Committee withdrew this amendment for further work. Faculty members wishing to give input on the issues should send it to any member of the Executive Committee.

3. **Library Faculty and Student Representation on Senate Committees**

Dr. Vicki McNeil and representatives of the student government have expressed concerns to the Transitional Committee on Committees regarding student representation on the standing committees of the Senate. The Transitional Committee on Committees has been working with Dr. McNeil and a reasonable consensus regarding student representation on particular committees is being reached.

Concerns have also been raised regarding library faculty representation on the standing committees. Under our current bylaws, the library faculty are included in the College of Arts and Sciences in cases where representatives have to be chosen by college or school. However, with the restructuring of the colleges, there is a question of how best to include library representation. In Executive Committee discussions on the subject, there is a sense that there are concerns raised that a given college's apportionment would be diluted by having library representation, but looking at it another way indicates that library faculty could enhance a college's representation. If a resolution on this issue is not reached this semester, the senate can look at it next year.

University Librarian Doug Frazier made a statement on behalf of his faculty. He said that for years the library has been considered part of the College of Arts and Sciences for purposes of committee membership. It is important to library faculty to be able to serve the university on committees. Library faculty have served on the standing committees in the past, and it is a mistake to exclude them. Library faculty have a vital interest in providing service to the university, and they have long institutional memories. It is important to Include them for possible membership on committees, even on committees not germane to the library.

Dr. Toma asked that any faculty currently serving on committees should contact their committee chairs if they have strong opinions on this matter.

IV. **New Business**

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

1. **Executive Committee**

Michael Toma

a. **Meeting of Georgia Faculty Governance Units**

On Friday Dr. Toma attended a meeting of leaders of faculty governance from the various USG institutions. This is the first time such a body has met. The group has chosen to put themselves forward as an advisory council to the Board of Regents. Both staff and students have such advisory councils, but until now faculty have not. Other topics discussed at the meeting included revision of the Core curriculum, faculty compensation, and benefits.

2. University Curriculum Committee

Ellen Whitford

The report of the University Curriculum Committee from its meeting of February 20, 2008 was not approved due to lack of quorum.

3. Faculty Activities

Jewell Anderson

The dinner and theatre event was a big success. Thanks were extended to all who participated. The next supper club will be held March 26 at Carrabbas, If you would like to attend, please email Wendy Marshall.

4. Research & Scholarship

Kimberly Coulton

The Student Research Symposium will be held April 23, with the award ceremony on April 25. All disciplines are encouraged to have their students participate. Please have submission forms to Dr. Lorrie Hoffmann by March 31.

5. International Programs & Activities

Jim Anderson

Next week we will have a guest on campus in the Medical Technology program at Singapore Polytechnic Institute.

Eight students are currently completing the semester abroad program. Another fifty went abroad during spring break.

On March 28, International Programs is sponsoring *Soulfege*, a performance of Afropoliton music, in the International Garden.

6. Faculty Evaluation

Jane Wong

Dr. Wong thanked faculty who participated in the eFACE pilot last semester and the four who volunteered for spring semester. Because of low participation, the spring semester pilot will not be held. The committee will make its recommendations to the Executive Committee based on the data collected in the fall semester.

7. Honors Advisory

Jonathan Roberts

Honors Presidential scholarships are still available.

8. Faculty Development

Beth Howells

A flyer about bocce, field trips, and faculty orientation will be coming out soon.

9. Library

Doug Frazier

No complete applications were received for the Brockmeier Award. The committee is considering its options.

10. Admissions & Academic Standing

Paul Hadavas

The committee is discussing SAT verbal scores and the effectiveness of the current academic probation warning.

11. Faculty Welfare

Bill Baird

The committee has started rewriting its bylaws. It received a response from the Executive Committee regarding recent correspondence and has been asked to investigate summer salaries at sister institutions.

12. Writing - no report

Barbara Fertig

13. Student Conduct – no report

Michael Hall

14. Student Recruitment, Advisement, & Retention – no report

Joey Crosby

15. Academic Appeals – no report

Stephen Primatic

16. Grievance – no report

Lisa Anderson

17. Financial Aid & Scholarship – no report

Pamela Sears

V. Announcements

Dr. Barbara Tanenbaum announced that the College of Health Professions will be co-sponsoring three upcoming events:

1) Dr. Jeff Boyd will give a talk on the genetic predisposition to ovarian and breast cancer on March 24.

2) On April 4 there will be a six-hour workshop on tough academic issues and legalities. It counts as six continuing education credits. The cost is \$25 for AASU faculty and \$95 for the public.

3) Thanks to Dean Wheeler, Vice Admiral Allen Robinson will be coming to visit students at AASU and Savannah State University. Please encourage your students to attend.

Dr. Dorotheé Mertz-Weigel announced that the French Club is organizing a conference to be held on April 4. The French Consul and Congressman Jack Kingston will talk about French and American relations.

VI. Adjournment. The meeting was adjourned at 1:05 p.m.

Respectfully submitted,

Phyllis L. Panhorst
Coordinator of Faculty Information

Amendment 14

Amend The Bylaws of the Faculty Senate:

ARTICLE X. Operational Framework for Standing Committees of the Senate

Amend: 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.

To: 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. **This section does not apply to the University Curriculum Committee.**

Rationale: University Curriculum Committee bylaws directly address relevant membership issues. The presence of an appointed senator on this committee is inconsistent with the direct election and proportional representation of college faculty on this committee.

Amendment 15

Amend The Bylaws of the Faculty Senate:

AMEND:

ARTICLE XI. Standing Committees of the Senate

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.

TO:

SECTION F. **University** Curriculum Committee

Charge: The **University** 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. **The report of the University Curriculum Committee will be published at least five business days prior to the meeting of the Senate.**

Membership: The **University Curriculum Committee** shall consist of ~~twelve~~ **thirteen** members of the faculty **plus the catalog editor (*ex officio*, non-voting)**. **At the beginning of the first meeting of the academic year, the committee shall elect a chair by private ballot. The chair shall retain voting privileges.** ~~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 **Liberal Arts and Sciences** (including the ~~Library~~), two members from the College of Education, ~~two~~ **three** members from the College of Health Professions, ~~one~~ **four** members from the ~~School of Computing~~ **College of Science and Technology**, and ~~three members from the faculty at large with no more than two at large members from any one college/school.~~ **Reapportionment of the committee will be evaluated on the same schedule as for the Senate. Faculty terms shall be two years; no more than two successive terms shall be served by any person. Each college will elect their own representatives. No more than one member from any one department/program may serve at one time on the committee.**

College Curriculum Committees: The College of Health Professions, the College of Liberal Arts, the College of Education and the College of Science and Technology shall each have a standing curriculum committee. Each College Curriculum Committee shall be composed of the dean of the college as chair and at least one faculty member from each department or program of the college to be elected by the department or program faculty.

Procedure for consideration of curriculum issues: The College Curriculum Committee, upon receiving recommendations on curricular issues from departments or programs within the respective college, shall take appropriate action and/or make recommendations to the University Curriculum Committee and/or Graduate Affairs Committee as appropriate. Curricular issues are defined as issues pertaining to program or curriculum development, change, or implementation and issues that significantly and broadly affect the nature and quality of instruction in a program. Any action of the College Curriculum Committee shall be in accordance with the general curriculum policies established by the Faculty Senate, and shall be reviewed by the University Curriculum Committee and/or Graduate Affairs Committee as appropriate. Any curricular matters that involve curricular policy or have a direct effect on departments or programs outside the college structure shall be forwarded, with recommendations, to the University Curriculum Committee and/or Graduate Affairs Committee for action after notification of the affected departments. Curricular changes that affect certification programs (e.g., teacher certification) shall be reviewed by the

curriculum committee of the college in which the certifying department or program resides prior to forwarding to the University Curriculum Committee for action.

The normal path for curricular issues is as follows: Issues related only to undergraduate programs proceed from the academic department to the College Curriculum Committee, then to the University Curriculum Committee and finally to the Faculty Senate. Issues related only to graduate programs proceed from the academic department to the Graduate Affairs Committee and then to the Graduate Student Coordinating Council. Issues related to both undergraduate and graduate programs proceed from the academic department to the College Curriculum Committee, then to the University Curriculum Committee and then to the Graduate Affairs Committee for action. Finally, issues related to both undergraduate and graduate programs proceed from the Graduate Affairs Committee to the Graduate Student Coordinating Council.

Rationale: The Senate bylaws as written do not recognize the realignment of the academic structure of the university. The current Senate bylaws do not address the college curriculum committees or the procedure for consideration of curricular issues.