

### **Faculty Senate Librarian's Report March 26, 2008**

A summary of business conducted by Faculty Senate committees since the last Faculty Senate Librarian's report.

#### **Academic Standards Committee**

Chair: Brenda Talley

*No report*

#### **Elections Committee**

Chair: Michael Moore

*No report*

#### **Faculty Welfare Committee**

Chair: Jean Paul Carton

Senate Faculty Welfare Committee Meeting

February 21, 2008

COBA 3311

7:45am-9:00am

Minutes

The Senate Faculty Welfare Committee (SFWC) met on February 21, 2008. Members in attendance included J. Broome, L. Li, K. Coleman, Dyer, J., M. Yanochik, J. Wilson, E. Hendrix, L. Gunn, J.-P. Carton, J. Braselton, A. Heaston, M. Moore, P. Buckner, C. Geyerman, and G. Lewis.

The first and second orders of business were to approve the agenda of the meeting and the minutes from the previous meeting, respectively. Both were unanimously approved. Next the SFWC talked with representatives from the Office of the Dean of Students and two faculty members (visitors to the meeting). The visitors provided input into the Senate Executive Committee's charge to the SFWC: examining student behavior policies and procedures. The specific purpose of the discussion was to clarify the process of the Office of Judicial Affairs in handling cases of disruptive student behavior. The visiting faculty members talked about a couple of recent incidents involving faculty and students in which they were personally involved. The role of Judicial Affairs was analyzed in light of both of these cases. This discussion took the remaining time of the SFWC meeting. SFWC members agreed to continue the discussion at the next meeting, scheduled for March 5, 2008. Other items on the February 21 agenda will also be addressed at this meeting. The meeting was then adjourned.

#### **Library Committee**

Chair: Tim Giles

Library Committee meeting, February 29, 2008

Attending: Bede Mitchell (ex officio), Tim Giles (chair, CLASS), Greg Chamblee (COE), John Hatem (COBA), Patrick Novotny (CLASS), Debra Skinner, LIB

Pursuant to the DRU Conversation which Provost Linda Bleicken has initiated this semester, the Library Committee discussed the desirability of taking a position regarding the need to increase Henderson Library funding in order to meet the instructional and scholarly requirements of faculty and students. Toward that end, the committee wanted to see comparative data on library funding at Georgia Southern University and at selected USG and peer institutions. Dean Bede Mitchell provided comparative data from the National Center for Education Statistics (NCES) compilation for FY06, the most recent compilation that has been made available online. The data show Georgia Southern is significantly below such institutions as Valdosta State University, Georgia College and State University, Appalachian State University, James Madison University, and East Tennessee State University in the amount of funding allocated to the library per FTE enrolled student, and with regard to the number of librarians and library staff per FTE enrolled student. It was noted the summary of department conversations that took place January 25 shows several departments expressed concerns about whether Georgia Southern has the resources to support the kind of academic and scholarly programs normally associated with DRU status. This seems especially true in the case of library funding. It was resolved the Library Committee will discuss with Faculty Senate moderator Marc Cyr the possibility of a Faculty Senate resolution supporting funding Henderson Library at a level more suitable for and typical of a DRU institution.

Tim Giles reported on his inquiries to colleagues about what would be desirable features of the Library's new learning commons. Since the student survey showed interest in writing assistance, Tim spoke with Michael Pemberton, director of the Writing Center, and Dr. Pemberton expressed interest in an office or other public space in the Library that could be used for providing writing assistance to students. Dean Mitchell doubted it would be possible to allocate permanent space to the Writing Center, but indicated there are locations which could be staffed by Writing Center personnel using a set weekly schedule. Dean Mitchell will explore the options with Dr. Pemberton and other interested parties, such as the Academic Success Center.

The next meeting will be set via e-mail. Committee members are encouraged to forward agenda topic suggestions to Tim Giles or Bede Mitchell.

### **Faculty Development Committee**

Chair: Clara Krug

#### **Minutes of the Meeting of the Faculty Development Committee**

**February 14, 2008**

**12:30-1:25 p.m.**

All eight members of the Faculty Development Committee attended this meeting. Prior to the meeting, they had read 79 proposals related to funding for

professional travel and had submitted their ratings electronically. One faculty member had withdrawn his application. All members had received copies of the electronic ratings. Chairperson Krug requested that each member identify the top 25 applications according to his/her personal ratings. Ken Clark (COE) suggested that, since there were so many applications, committee members proceed in numerical order to determine which proposals had the most "top 25" ratings.

Applicants had requested a total of \$90,103.81 in funds. The committee awarded a total of \$26,460.27\* (29% of the total request) to fund 25 proposals. In terms of the unfunded proposals, committee members noted that one applicant had identified herself in the proposal and that two others had identified a colleague who would benefit from funding. They also noticed that some applicants did not specify how the travel would benefit the courses taught or their department and that some did not provide a justification for expenses.

- **After this meeting, Patricia Hendrix, the CET Administrative Secretary, found that, at the meeting, committee members had made an error in calculating the total award because they had inadvertently included the total budgets of two proposals, rather than the total requested from the Faculty Development Committee. The total allocation in this report is correct. The committee has a balance of \$334.39.**

**Meeting of the Faculty Development Committee  
March 6, 2008  
12:30-1:20 p.m.**

Seven members of the Faculty Development Committee attended this meeting. Prior to the meeting, all eight members had read eleven applications for the two Awards for Excellence in Contributions to Instruction and had submitted their ratings electronically. All members had received copies of the electronic ratings. Committee members identified the nominees who had received the most first-place rankings. They selected two of these nominees as recipients of this award.

After the February 14 meeting, Chairperson Krug had sent to all members an e-mail message from a recipient of funding for professional travel. The recipient had accepted an invitation to a different professional meeting, would not be able to attend the meeting for which he had received funding, and was requesting that the Faculty Development Committee approve the substitution. Members decided that the purpose of the professional meeting that the faculty member will attend is focused uniquely on research, while the original meeting and subsequent field visits had included a significant faculty development/course enhancement component. Members voted 6-1 not to fund the research travel.

This meant that a balance of \$2,834.39 remained in the current budget. Krug asked committee members to review remaining proposals to identify any that might receive funds. Members identified three proposals. They voted (6-1) to fund two of them completely and one partially. As a result, no balance remains in the current budget.

Alan Altany (Director of the CET) told committee members that the Office of the Provost has not yet responded to our request for clarification of the date on which the Faculty Development Committee will cease to review applications for educational leave.

### **Faculty Service Committee**

Chair: Jerry Wilson

Faculty Service Committee  
Spring Awards & Grant Cycle

Date: March 10, 2008

From: Jerry W. Wilson, COBA, Chair  
Cheryl Aasheim, CIT  
Cynthia Frost, LIB  
Amy Heaston, Associate Provost (ex officio)  
Russell Kent, COBA  
Jerri Kropp, CHHS  
Judith Repman, COE  
Jorge Suazo, CLASS  
Stuart Tedders, COPH  
Lisa Yocco, COST

Service Committee minutes:

The Faculty Service Committee met on Monday, February 11<sup>th</sup> and reviewed all of the application packets for the Award for Excellence in Service. The committee selected two of the applicants to receive this award for 2007-2008.

The Committee reconvened on Friday, February 29<sup>th</sup> and reviewed sixteen service grant applications for the Spring cycle. Two of the applications were not funded due to the timing of expenditures in the requests.

Funds available for allocation in this cycle totaled \$20,286. The remaining fourteen applications were either fully or partially funded. The total amount awarded for the cycle is \$20,286.00.

Respectfully submitted,  
Jerry W. Wilson  
Faculty Senate Representative and Chair, Faculty Service Committee

## **Faculty Research Committee**

Chair: Norman Schmidt

### **Faculty Research Committee Meeting Minutes September 21, 2007**

- I. Call to Order, Chair at 12:30 PM
- II. Membership Roll Call

Members Present:

Members Absent:

Norman Schmidt, chair

- Kari Beth Fitzmorris, JPHCOPH
- June Alberto, CHHS
- Ardian Greca, CIT
- Vernon Egger, CLASS
- Stephen Jenkins, COE
- Tom Noland, COBA
- Rebecca Ziegler, LIB
- Eleanor Haynes, ORSSP

- III. Agenda unanimously approved
- IV. Minutes unanimously approved as read
- V. Excellence in Research Awards
  - a. Review of Eligibility Guidelines – full guidelines will be posted to the ORSSP website on the Monday following this meeting. Nomination deadlines will be posted on the University email digest.
  - b. Discussion – the committee considered a motion to limit the number of times one individual could win the Award for Excellence in Research. Discussion points included the committee's desire to honor a variety of candidates and an understanding that individuals will produce varying work during different career periods. Awards are determined based upon the most recent 5 year history.
  - c. Decision – by consensus, faculty members will be eligible for the award one time in each 5 year period.
  - d. Deadlines – all nominations will be due to ORSSP, on or before 5 PM on November 1, 2007. Nomination applications will be due to ORSSP

on or before 5 PM on January 9, 2007. The committee will review applications in January with the intent of scheduling a meeting to select 2 award winners in February. Confidential nominations will be sent to the Provost on or before March 5<sup>th</sup>.

VI. Faculty Research Awards Guideline Review

- a. Review of Eligibility, Award Guidelines and Evaluation Criteria. – full guidelines and criteria will be posted to the ORSSP website on Monday following this meeting.
- b. Discussion – the chair presented a plan for stream lining the award evaluation process. The committee agreed by consensus to accept the plan.
  - i. Meet in late January to divide proposals upon submission and assign primary and secondary readers.
  - ii. Meet in early February. Primary and Secondary readers will provide the committee with a basic understanding of the proposal.
  - iii. All will read each proposal and rank (1-10) by merit in accordance with the funding guidelines.
  - iv. Meet in early April to score individual rankings and come to consensus on funding of FY09 awards.
- c. Deadlines – Grant award applications will be due to ORSSP no later than 5 PM on January 16, 2008.
- d. Committee awards will be communicated to the Provost's office on or about May 1, 2008.

VII. Supplemental Funding Allocation

- a. Committee Process
  - i. Based upon a supplemental award to the Faculty Research Committee funded through the Provost's office, the committee was able to offer a funding opportunity to faculty who participated in the FY07 award competition and received only partial funding or no funding. \$11000 was made available in this award competition. 13 faculty members made application for funding for a total of \$48637 in requests.
  - ii. The committee members independently reviewed the supplemental requests, ranking the requests in order of funding merit.
  - iii. Steve Jenkins, representative from the College of Education, excused himself from the remainder of the meeting to eliminate a potential conflict of interest in evaluation of his submission as co-PI on one of the supplemental funding requests.
  - iv. Committee member individual rankings were entered into an excel spread sheet. Funding was awarded based upon total cumulative score to the limit of available funds.

- v. 6 projects were provided supplemental funding in the amount of \$10,946. The remaining \$54 was assigned to the Faculty Publication Fund for future distribution.
- vi. The Chair, through ORSSP, will notify applicants of the outcome and update award agreements.

VIII. Adjournment at 2:45 PM.

**Faculty Research Committee  
Meeting Minutes  
January 31, 2008**

- I. Call to Order, Chair at 1:05 PM
- II. Membership Roll Call

Members Present:

Members Absent:

Norman Schmidt, chair

- Kari Beth Fitzmorris, JPHCOPH
- June Alberto, CHHS
- Ardian Greca, CIT (Detained, Arrived at 2:00 PM)
- Vernon Egger, CLASS
- Stephen Jenkins, COE
- Tom Noland, COBA
- Rebecca Ziegler, LIB
- Eleanor Haynes, ORSSP

- III. Agenda unanimously approved as read -
  - a. The committee will address all agenda items but will adjust the order.
- IV. Minutes unanimously approved as read
- IX. Excellence in Research Awards
  - a. The committee individually reviewed 11 submitted application packages based upon nomination between January 9<sup>th</sup> and January 25. Each committee member submitted subjective reviews based upon a review guide built on a Likert type scale, including a category for overall impression and a numeric rank order (1 -1 1). The committee chair reviewed and presented individual and combined scores for each applicant in Excel spreadsheet format.
  - b. The committee used the trends identified Excel spreadsheet as a basis for beginning discussion to narrow the applicant field. Following vigorous discussion, the committee selected 2 award winners by consensus. Consensus was followed by a formal unanimous vote.
  - c. Committee award winners will be communicated to the Provost's office by confidential memo signed by the Chair on Monday.

- X. Discussion of the Award Process
  - a. The committee considered a motion to limit the number of times one individual could win the Award for Excellence in Research. It was noted that no other award category had repeat winners.
    - i. Discussion points included the committee's desire to honor a variety of candidates and an understanding that individuals will produce varying work during different career periods.
    - ii. Ele will research guidelines for the teaching and service awards to determine what limitations are written in their guidelines.
  - b. The committee discussed the value of letters of support from external sources versus internal sources
    - i. The committee agreed by consensus to encourage applicants to seek at least one letter from a source outside of Georgia Southern University that could speak to the significance of the work in the researchers area of expertise.
    - ii. The researcher's application should describe the significance of the research in the field.
    - iii. Ele will word the suggestion in the guideline document for review at the final FY08 committee meeting.
  - c. Understanding the difficulty in comparing merit between established researchers and beginning research effort, the committee considered dividing the awards into 2 categories:
    - i. one aimed at honoring recent (5 year) work of a full Professor in context of career work
    - ii. one to honor a junior researcher (Associate or Assistant) becoming established in the field.
    - iii. The committee tabled the discussion until the final FY08 meeting.
  - d. The committee discussed the difficulty of evaluating the scholarship of faculty members of varying disciplines.
    - i. The committee acknowledges some basic differences between science and humanity research styles.
      - 1. publication style – books versus journal articles
      - 2. authorship – single versus collaborative
      - 3. multi-authorship values
        - a. Percent effort may not be indicated by author order on the finished product. Variables include alphabetic order, individual responsible for funding, stature in field, etc.
        - b. Committee will discuss mechanism for applicant to indicate percent effort in multi author piece in the final FY08 meeting.
    - ii. The committee discussed the need to distinguish between an active researcher and a significant researcher.
    - iii. The committee will consider methods of increasing understanding of research styles between the disciplines of the

colleges in an effort to allow informed evaluation of all researcher efforts.

- e. The applications each described a body of impressive research. The guidelines should be amended to clarify that the nominee must make their case for the significance of their work in their application.

XI. Research Funding Report

- a. Report: Final application deadline was January 16<sup>th</sup>. 26 applications were received. All applications have been assigned to a primary and secondary reviewer. Applications were assigned on a first come basis to volunteer reviewers. The chair agreed to choose last. All assignments were made and a complete copy of each application delivered to the committee members January 18<sup>th</sup>.
- b. Our next meeting will be held on February 14<sup>th</sup> at 1:30 PM. At the next meeting the primary reviewer, supported by the secondary reviewer should be prepared to:
  - i. Describe the project in simple concise terms
  - ii. Provide a brief explanation of the budget
  - iii. Identify projects that do not meet the requirements of the guidelines or can not be completed with in the July 1 – May 30 fundable time frame.
    - 1. Each report should be no more than 5 minutes to allow for 26 reports in the allotted meeting time.
    - 2. Reviewers may use outside sources to gain an understanding of the project. (Keeping in mind that the applicant is responsible to make the project understandable to reviewers outside of their field of expertise.)
  - iv. All committee members will read all applications with the benefit of the preview for the funding meeting.
- c. Two committee members have a conflict with the scheduled date for the funding meeting (March 6). We will look at moving the meeting date up one week to 2-28 or back one week to 3-13. Ele will email the committee with the two dates. Please confirm your schedule by reply.

- XII. Dr. Patterson was detained and unable to come to the meeting. He will be introduced at a later meeting.

VII. Adjournment at 3:45 PM

**Graduate Committee**

Chair: Jill Lockwood

**GRADUATE COMMITTEE MINUTES**

Chair: Dr. Jill Lockwood

**Graduate Committee Meeting Date – February 21, 2008**

Present: Dr. Cindi Chance, Dean COE, [Academic Affairs]; Dr. Jill Lockwood, COBA; Dr. Lixin Li, CIT; Ms. Debra Skinner, Library; Dr. Diana Sturges, CHHS; Dr. Jonathan Metzler, CHHS; Dr. Vladan Jovanovic, CIT; Dr. Yan Wu, COST; Dr. Robert Vogel, JPHCOPH; Dr. Robert Fernekes, Library; Dr. Mary Hadley, CLASS; Dr. Bill Yang, COBA; Dr. Maggie LaMontagne, COE; Dr. Dick Diebolt, COGS; Mrs. Audie Graham, COGS; Ms. Belinda Lucas, COGS; Dr. Timothy Mack, Dean COGS;

Absent with Notification: Dr. Kari Fitzmorris, JPHCOPH

Absent without Notification: Dr. Barry Balleck, CLASS; Dr. Kenneth Clark, COE

Guests: Mr. Wayne Smith, Registrar; Ms. Candace Griffith, VPAA; Ms. Dawn Lipker, Admissions

**I. CALL TO ORDER**

Dr. Jill Lockwood called the meeting to order on Thursday, February 21, 2008 at 9:00 AM.

**II. APPROVAL OF AGENDA**

The agenda was approved as written.

**III. GRADUATE COMMITTEE CHAIR REMARKS – DR. JILL LOCKWOOD**

Dr. Lockwood made an announcement thanking Dr. Richard Flynn for his participation in presenting her report in the Faculty Senate Meeting, which she was unable to attend. She then thanked Dr. Mack for posting Agenda/Minutes on VISTA.

**IV. A. OLD BUSINESS – No old business was discussed.**

**B. SUBCOMMITTEE REPORTS & UPDATES:**

- i. **Academic Standards & Policies Committee** – Dr. Robert Fernekes stated that the subcommittee received the draft of the New Graduate Student Handbook from Dr. Mack and discussed it via email exchanges. He asked Dr. Mack when COGS would like the Handbook to be completed, and Dr. Mack said August 2008. Dr. Fernekes explained that the subcommittee did make some changes to the Handbook and presented some comments for discussion. Dr. Mack stated that he hoped the handbook would provide basic information to new students and also describe how the expectations of a graduate student differ from that of an undergraduate student. The subcommittee will continue to work on the Handbook and present a revised version at an upcoming meeting.
- ii. **Curriculum Committee** – The subcommittee had no news to report. Dr. Dick Diebolt stated if there were changes in curriculum

items noted in minutes then those changes need to be made by the departments. Once the corrections have been made they need to be sent to COGS so that the Registrar's Office can post an amended agenda. The committee agreed with this statement.

- iii. **Program Review, Assessment & Strategic Planning Committee** – The subcommittee had no news to report.

- C. **BLUEPRINT DISCUSSION** - Dr. Mack began by distributing copies of the latest draft of the blueprint to the committee and briefly discussed it with the committee. He stressed that the blueprint is a draft and hopes to receive feedback from the members within the next several meetings. Dr. Mack asked that emails be sent to him regarding this draft.

- V. **NEW BUSINESS** – There was no new business discussion.

- VI. **ROUND TABLE DISCUSSION** – There was no round table discussion.

- VII. **DEAN'S UPDATE** – Dr. Mack discussed the concept of an annual review of graduate students. This would be a written document that would be filled out by the student's advisor and then shown to the department chairs for review. In doing this, it will ensure that the students are progressing in a timely manner. It was suggested that not all students would fall under this annual review process, such as students that are already formally reviewed. Dr. Mack explained that each department would need to design their own form. The Academic Standards & Policies subcommittee will begin examining this proposed review and will report back in an upcoming meeting.

The next item discussed involved the graduate enrollment. Dr. Mack stated that, currently, there is no standard report that is being distributed to the Deans showing the number of inquiries, applications, and completed applications by graduate degree program. It was agreed within the committee that this would be a useful report.

Dr. Mack also asked the Academic Standards Subcommittee to work with COGS in surveying current graduate students to determine an optimal time for submission of graduate assistantship applications. COGS currently has one submittal date- March 1<sup>st</sup>. It is possible that two submittal dates might be needed, such as one in the fall and one in the spring. He also mentioned that the needs of the graduate students, Admissions, and the academic departments should be considered when such a date is set.

- VIII. **ANNOUNCEMENTS** – There were no announcements discussed.

- IX. **ADJOURNMENT**

There being no further business, the meeting was adjourned on February 21, 2008 at 10:20 AM.

Respectfully submitted,

Audie Graham, Recording Secretary

Minutes were approved on March 6, 2008  
by electronic vote of Committee Members

**Undergraduate Committee**

Minutes were approved on November 25,  
2007

**UNDERGRADUATE COMMITTEE**

**MINUTES**

**FEBRUARY 19, 2008**

**3:15 P.M.**

**Science & Technology, Room 2120**

*I. CALL TO ORDER*

**Present:** Dr. Brenda Talley, Dr. Donna Saye, Dr. Leslee Higgins, Ms. Lisa Smith, Dr. Michael Moore, Dr. Patrick Wheaton, Dr. Rebecca Ziegler, Dr. Ron MacKinnon, Ms. Caroline James, Mr. Wayne Smith

**Visitors:** Ms. Candace Griffith, Dr. Mark Richardson, Mr. Eric Nelson, Dr. Virginia Richards, Dr. Gregory Harwood, Dr. Stephanie Kenney

**Absent:** Dr. Alain Lawo-Sukam, Dr. Alison Scott, Dr. Amy Heaston, Ms. Ann Montalvo, Dr. Camille Rogers, Dr. Kathy Thornton, Ms. Lisa Yocco, Dr. Michael Reksulak, Dr. Swati Raychowdhury, Mr. Tedrick Kelly

***Dr. Michael Moore called the meeting to order at 3:16 p.m.***

*II. APPROVAL OF AGENDA*

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

*III. COLLEGE OF HEALTH AND HUMAN SCIENCES*

*Dr. Virginia Richards presented the following agenda item for the College of Health and Human Sciences.*

**New Course**

**CHFD 4090 - Selected Topics in Child and Family Development**

Scheduled on an infrequent basis to explore new research and emerging knowledge in Child and Family Development. This course will carry a subtitle. 1-3 credit hours.

**JUSTIFICATION:**

Currently, there is no special topics course number for CHFD. This course will permit faculty to teach special topics courses as needed.

***A Talley/MacKinnon motion to approve this new course was passed unanimously.***

IV. VICE PRESIDENT FOR ACADEMIC AFFAIRS

*Dr. Donna Saye presented the following agenda items for the Vice President for Academic Affairs.*

➤ **Department of First Year Experience**

**Course Revisions**

**FROM: FYE 1220 - First-Year Seminar**

1 Lab Contact Hour, 2.5 Total Contact Hours.

**TO: FYE 1220 - First-Year Seminar**

.5 Lab Contact Hour, 2 Total Contact Hours.

**JUSTIFICATION:**

Based on the feedback from the pilot stages of the course in Fall 2007, FYE seeks to change the contact hours of the course from 2.5 hours to 2 hours. The reduction comes in the “lab” or “extended orientation” portion of the course from one seminar contact hour to .5 lab contact hour. Other than bringing credit and contact hours into congruence, the motivation for this change is to increase the percentage of the course devoted to the academic seminar portion of the course (which will now constitute 75 percent of the course, rather than 60 percent).

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

**FROM: GSU 2212 - Teaching Internship in GSU 1210**

Provides selected sophomore, junior and senior students an opportunity to develop leadership and mentoring skills through their involvement with GSU 1210: University Orientation. Includes training in counseling, communication, problem solving, classroom management, and conflict resolution skills. Peer leaders assist faculty in leading classroom discussions and activities, assessing student work, and serving as an additional resource for first year students in the orientation course.

**TO: FYE 2212 - Teaching Internship in First-Year Experience**

Provides selected sophomore, junior and senior students an opportunity to develop leadership and mentoring skills through their involvement with FYE 1220: First-Year Seminar. Includes training in counseling, communication, problem solving, classroom management, and conflict resolution skills. Under the supervision of the First-Year Experience program and the faculty member teaching the FYE 1220 course, students in FYE 2212 lead classroom discussions and activities, assess student work, and serve as a resource for first-year students.

**JUSTIFICATION:**

Because GSU 1210 will no longer exist beginning in Fall 2008, the internship course that includes a reference to GSU 1210 in its title must also change. The students who take this course will serve as lab assistants in the extended orientation portion of FYE 1220. They will receive training and direction from First-Year Experience and the faculty member teaching the FYE 1220 course.

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

**Core Curriculum Revision**

**Change the University Requirements section of each degree program from GSU 1210 to FYE 1220**

**JUSTIFICATION:**

This change will bring individual program pages into compliance with the action of the Undergraduate Committee's November 13, 2007 meeting. Caroline James indicated that this form could be used to precipitate the change of individual program pages without submitting individual requests for each undergraduate program.

***A Saye/Smith motion to approve this core curriculum revision was passed unanimously.***

**V. COLLEGE OF INFORMATION TECHNOLOGY**

*Dr. Ron MacKinnon presented the following agenda item for the College of Information Technology.*

**Revised Program**

**Computer Science Second Discipline**

**JUSTIFICATION:**

CSCI 3231 - Logic Circuits and Microprocessors is not appropriate for IT students. A 5000-level CSCI course will provide more flexibility.

***A MacKinnon/Saye motion to approve this program revision was passed unanimously.***

VI. **COLLEGE OF EDUCATION**

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

**New Course**

**COED 3610H - Honors Research Seminar in Education**

A seminar course to prepare undergraduate teacher education students to conduct research projects in education. Reserved for teacher education students in the University Honors Program or others seeking educational research experience as an undergraduate. Prerequisites: A minimum grade of "C" in EDUC 2110, EDUC 2120, and EDUC 2130; or permission of instructor. 1 credit hour.

***JUSTIFICATION:***

This course will be required for all undergraduates participating in the Georgia Southern University College of Education Honors Program. The COE Honors Program seeks to retain and graduate young educators who have a passion for teaching and learning, a critical sense of inquiry, a global perspective on education, and an ethic of responsibility to their students, their school, their community, and the world.

A hallmark of this program is an emphasis upon undergraduate research about teaching. As the first step in developing undergraduate educational researchers, this course will assist first-semester junior students in clarifying their research interests and support them as they develop a research proposal and literature review. These products will guide their research project during the subsequent three semesters, culminating in the completion of their COE Honors Thesis during their student teaching semester.

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

**Course Revision**

**FROM: COED 2110 - PPB Practicum**

This Pre-Professional Block Practicum is designed to assist students to integrate and apply knowledge gained through class activities in each of the following Area F Pre-Professional Block courses: EDUC 2110, Investigating Critical and Contemporary Issues in Education; EDUC 2120, Exploring Socio-Cultural Perspectives on Diversity in

Educational Contexts; EDUC 2130, Exploring Learning and Teaching. This practicum requires the completion of a variety of field-based assignments from each course. Successful completion of this practicum may be used to complete one of the requirements for admission to the Teacher Education Program. This course is needed only if student does not successfully complete the field component of the Area F Pre-Professional Block courses. Prerequisite: Sophomore Standing. 1 credit hour.

**TO: EDUC 2090 - PPB Practicum**

This Pre-Professional Block Practicum is designed to assist students to integrate and apply knowledge gained through class activities in each of the following Area F Pre-Professional Block courses: EDUC 2110, Investigating Critical and Contemporary Issues in Education; EDUC 2120, Exploring Socio-Cultural Perspectives on Diversity in Educational Contexts; EDUC 2130, Exploring Learning and Teaching. This practicum requires the completion of a variety of field-based assignments from each course. Successful completion of this practicum may be used to complete one of the requirements for admission to the Teacher Education Program. This 0-credit course will be completed as part of the Area F Pre-Professional Block. One-credit hour registration is needed only if student does not successfully complete the PPB Practicum course on the first attempt. Prerequisite: None. 0-1 credit hour.

**JUSTIFICATION:**

The Area F Professional Education courses (EDUC 2110, EDUC 2120, and EDUC 2130) courses require a field component but do not allow for extra credit hours to be assessed to meet this requirement. This course is being changed to a variable credit course to allow practicum field time to be blocked out in student schedules without adding student credit hours. Students will register for the 0 credit sections on their first attempt at this course. Subsequent attempts will require registration for the 1-credit hour course so appropriate fees can be assessed for supervision of the practicum. The course prefix is being changed to reflect the housing of this course in the CFR department. The number is being changed because variable credit courses must include "9" as the third digit.

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

**Revised Programs**

### **B.S.Ed. Early Childhood Education**

#### **JUSTIFICATION:**

The Department of Mathematical Sciences is changing the course title for a mathematics course required in the B.S.Ed. in Early Childhood Education.

### **B.S.Ed. Middle Grades Education**

#### **JUSTIFICATION:**

The Department of Mathematical Sciences is changing course titles and numbers for two mathematics courses required in the B.S.Ed. in Middle Grades Education.

### **B.S.Ed. Special Education**

#### **JUSTIFICATION:**

The Department of Mathematical Sciences is changing course titles and numbers for two mathematics courses required in the B.S.Ed. in Special Education.

***A MacKinnon/Saye motion to approve these program revisions was passed unanimously.***

### **Information Only**

#### **Advisement for BA/BS/BBA students interested in Teaching and MAT**

#### **JUSTIFICATION:**

Updating advisement information in the catalog, for BA/BS/BBA students interested in teaching.

During their undergraduate study, students may choose to use their electives to complete prerequisite courses for the MAT or non-degree certification.

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

*Dr. Patrick Wheaton, Mr. Eric Nelson, Dr. Mark Richardson, and Dr. Gregory Harwood presented the following agenda items for the College of Liberal Arts and Social Sciences. Selected Topics Announcements are for information only.*

### **New Courses**

#### **AAST 4133 - Gullah and Geechee Language and Culture**

This course introduces students to the culture, language, folklore, traditional stories, and creative output of the Gullah and Geechee people in Georgia and South Carolina through readings, lectures, films, and hands-on experiences.

Prerequisite: A minimum grade of "C" in ENGL 1102. 3 credit hours.

#### **JUSTIFICATION:**

This will be an elective course for Writing and Linguistics majors and minors and for students in Africana Studies and Anthropology. It contributes to the University's mission by providing students with an opportunity and experience of transcultural study and by furthering the understanding of the region and its people.

***A MacKinnon/Saye motion to approve this new course was passed unanimously.***

**AMST 4133 - Gullah and Geechee Language and Culture**

This course introduces students to the culture, language, folklore, traditional stories, and creative output of the Gullah and Geechee people in Georgia and South Carolina through readings, lectures, films, and hands-on experiences.

Prerequisite: A minimum grade of "C" in ENGL 1102. 3 credit hours.

***JUSTIFICATION:***

This will be an elective course for Writing and Linguistics majors and minors and for students in Africana Studies and Anthropology. It contributes to the University's mission by providing students with an opportunity and experience of transcultural study and by furthering the understanding of the region and its people.

**ANTH 4133 - Gullah and Geechee Language and Culture**

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***JUSTIFICATION:***

This will be an elective course for Writing and Linguistics majors and minors and for students in Africana Studies and Anthropology. It contributes to the University's mission by providing students with an opportunity and experience of transcultural study and by furthering the understanding of the region and its people.

***A MacKinnon/Saye motion to approve this new course was passed unanimously.***

**BRCT 3434 - Introduction to Digital Filmmaking**

This course introduces students to the aesthetics and production of narrative short film using digital cameras. Composition, shooting, lighting, sound recording, and non-

linear editing will be covered. Students will make three short films in the course. Prerequisites: A minimum grade of “C” in FILM 2331 or ENGL 2432 or BRCT 3332. 3 credit hours.

**JUSTIFICATION:**

This course will address the increasing desire by students to gain experience in narrative digital filmmaking. The Broadcasting Production Track currently focuses solely on Television and Documentary Production. This will provide an elective in the Production Track addressing state of the art narrative filmmaking given the current transition in film conversion to digital.

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

**FILM 3335 - Introduction to Screenwriting**

This course introduces students to creative process of scriptwriting for film and television through workshops, screenings, and examination of screenplays. Plot, character development, writing for visual media, and other elements of screenwriting will be covered. Students will develop a minimum of two short film scripts and one television dramatic or comedy script (spec script). Prerequisites: A minimum grade of “C” in ENGL 1102; and FILM 2331 or ENGL 2432; or permission of instructor.

**JUSTIFICATION:**

This course has been offered by the Department of Communication Arts as FILM 3030 with great success and interest by students. Course will be offered as a much-needed elective for the film studies minor, broadcasting production emphasis, and writing. It will fill a void in both the Broadcasting and Film Studies areas and expand on options available to creative writing students by focusing solely on the screenplay.

***A Wheaton/Ziegler motion to approve this new course was passed unanimously.***

**FILM 3434 - Introduction to Digital Filmmaking**

This course introduces students to the aesthetics and production of narrative short film using digital cameras. Composition, shooting, lighting, sound recording, and non-linear editing will be covered. Students will make three short films in the course. Prerequisites: A minimum grade of “C” in FILM 2331 or ENGL 2432 or BRCT 3332. 3 credit hours.

**JUSTIFICATION:**

This course will address the increasing desire by students to gain experience in narrative digital filmmaking. The Broadcasting Production Track currently focuses solely on Television and Documentary Production. This will provide an elective in the Production Track addressing state of the art narrative filmmaking given the current transition in film conversion to digital.

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

### **FILM 4131 - Advanced Screenwriting**

Within a workshop and critique setting, students will work through the various stages of the screenwriting process, building on the basic knowledge acquired in Screenwriting FILM 3335. Students also will collaborate in the production of one short film script to demonstrate translation from script to visual medium. Students will complete one feature-length script and one short film with the completion of the course. Prerequisite: A minimum grade of "C" in FILM 3335 or WRIT 3335 or permission of instructor. 3 credit hours.

#### ***JUSTIFICATION:***

Screenwriting has already been offered as a FILM 3030 very successfully. Given the success of that course and the growing interest of students in narrative film, this course will build on the newly proposed FILM 3335/WRIT 3335 course, Screenwriting. The course will be offered as an upper-division elective for students in the Film Studies minor and Broadcast major.

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

### **HIST 2630H - Historical Methods (Honors)**

In this course, students will examine the methodologies and techniques of historical research and writing, be introduced to the nature and expectations of the historical profession, and develop the skills necessary to conceive and complete the honors senior thesis. 3 credit hours.

#### ***JUSTIFICATION:***

This new designation is for a course titled Historical Methods, which will be reserved for Honors History majors.

### **HIST 3111H - History Honors Thesis Seminar I**

In this course Honors History majors will begin the research component of the Honors Program in History by selecting a

research topic and writing a research proposal. Prerequisite: A minimum grade of "C" in HIST 2630. 1 credit hour.

**JUSTIFICATION:**

This course is the first in a 4-part sequence proposed as the research component of the Honors Program for the History major, culminating in the Senior Honors Thesis.

**HIST 3112H - History Honors Thesis Seminar II**

In this course Honors History majors will continue the research component of the Honors Program in History through a review of the historiographical literature, compilation of an annotated bibliography, and outline of their Senior Honors Thesis project. Prerequisite: A minimum grade of "C" in HIST 3111H. 1 credit hour.

**JUSTIFICATION:**

This course is the second in a 4-part sequence proposed as the research component of the Honors Program for the History major, culminating in the Senior Honors Thesis.

**HIST 4111H - History Honors Thesis Seminar III**

In this course Honors History majors will progress through the research component of the Honors Program in History by completing a first draft of their Senior Thesis project.

Prerequisites: A minimum grade of "C" in HIST 3111H and HIST 3112H. 1 credit hour.

**JUSTIFICATION:**

This course is the third in a 4-part sequence proposed as the research component of the Honors Program for the History major, culminating in the Senior Honors Thesis.

**HIST 4112H - History Honors Thesis Seminar IV**

In this course Honors History majors will progress through the research component of the Honors Program in History by completing the final version of their Senior Honors Thesis project and presenting their findings at the Undergraduate Research Symposium. Prerequisites: A minimum grade of "C" in HIST 3111H, HIST 3112H, and HIST 4111H. 1 credit hour.

**JUSTIFICATION:**

This course is the last in a 4-part sequence proposed as the research component of the Honors Program for the History major, culminating in the Senior Honors Thesis.

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

**JOUR 4336 - Online Journalism**

In this course, students will examine the emerging forms of news delivery over the World Wide Web. They will practice real time reporting and writing on the Internet by utilizing basic multimedia elements such as texts, graphics, sound and animation. This is not a traditional journalism course offered online, but a course which teaches students to publish news on an Internet-based news outlet.

Prerequisite: A minimum grade of "C" in JOUR 3331. 3 credit hours.

**JUSTIFICATION:**

The elective course Online Journalism prepares and instructs aspiring journalists to use the Internet to research and deliver news. The field of journalism is in a transitional period that is being shaped by technological innovation. Traditional print publications face receding markets, while more and more members of society turn to the Internet for information and news. The Department of Communication Arts has attempted to address this area through other courses, but it has become obvious in recent years that a stand-alone course is necessary to prepare students adequately for the evolving scope of the field of journalism.

***A MacKinnon/Saye motion to approve this new course was passed unanimously.***

**LING 4133 - Gullah and Geechee Language and Culture**

This course introduces students to the culture, language, folklore, traditional stories, and creative output of the Gullah and Geechee people in Georgia and South Carolina through readings, lectures, films, and hands-on experiences.

Prerequisite: A minimum grade of "C" in ENGL 1102. 3 credit hours.

**JUSTIFICATION:**

This will be an elective course for Writing and Linguistics majors and minors and for students in Africana Studies and Anthropology. It contributes to the University's mission by providing students with an opportunity and experience of transcultural study and by furthering the understanding of the region and its people.

***A MacKinnon/Saye motion to approve this new course was passed unanimously.***

**WRIT 3335 - Introduction to Screenwriting**

This course introduces students to creative process of scriptwriting for film and television through workshops, screenings, and examination of screenplays. Plot, character

development, writing for visual media, and other elements of screenwriting will be covered. Students will develop a minimum of two short film scripts and one television dramatic or comedy script (spec script). Prerequisites: A minimum grade of "C" in ENGL 1102; and FILM 2331 or ENGL 2432; or permission of instructor.

**JUSTIFICATION:**

This course has been offered by the Department of Communication Arts as FILM 3030 with great success and interest by students. Course will be offered as a much-needed elective for the film studies minor, broadcasting production emphasis, and writing. It will fill a void in both the Broadcasting and Film Studies areas and expand on options available to creative writing students by focusing solely on the screenplay.

***A Wheaton/Ziegler motion to approve this new course was passed unanimously.***

**Course Revision**

**FROM: COMS 3332 - Discussion**

Considers the philosophy and techniques involved in democratic oral decision making with emphasis on the reflective pattern. Designed to produce effective discussion leaders and participants.

**TO: COMS 3332 - Small Group Communication**

This course examines the increasing importance of communication in small group situations. Communication in group roles, relationships, leadership, conflict, group discussion and reflective decision making, will be highlighted.

**JUSTIFICATION:**

Name and description changes requested to better reflect current course content, and current communication studies research and philosophy.

***A MacKinnon/Wheaton motion to approve this course revision was passed unanimously.***

**Selected Topics Announcements**

**ANTH 5091 - Women and Leadership**

**JUSTIFICATION:**

This course broadens the scope of traditional leadership studies to incorporate female and feminist perspectives. It reviews concepts and theories of leadership in terms of their relevance to the varied contexts of leadership within which

women operate and offers practical experiences to learn about women in leadership first-hand and to develop leadership skills.

***The department requested that this item be removed from the agenda.***

### **FILM 3030 - Introduction to Digital Filmmaking**

#### ***JUSTIFICATION:***

This course will address the increasing desire by students to gain experience in narrative digital filmmaking. The Broadcasting Production Track currently focuses solely on Television and Documentary Production and the film minor does not address the interest in film production as opposed to, or in addition to, analysis. This will provide students with an elective in either the Production Emphasis in Broadcasting or Film Studies Minor.

### **JOUR 3030 - Online Journalism**

#### ***JUSTIFICATION:***

In this course, students will examine the emerging forms of news delivery over the World Wide Web. They will practice real time reporting and writing on the Internet by utilizing basic multimedia elements such as texts, graphics, sound and animation. This is not a traditional journalism course offered online, but a course which teaches students to publish news on an Internet-based news outlet. Students will learn the basics of multimedia production and presentation on the Internet. They will gain practical experience in the production of an electronic information product.

Only students who already have basic skills as a journalist will be enrolled in this course. JOUR 2331 (Introduction to Journalism) and JOUR 3331 (News Reporting and Writing) are the prerequisites for this course. They will learn to use their already acquired news reporting and writing skills in the hypertext-based media. The class will have as many as 20 students.

This is a 3 credit hours course. Students will learn basic web page design (such as how to use Dreamweaver), create hyperlinks, colors and images, tables, audio-video, etc. At other times, they will work independently, collecting information, interviewing sources and writing. They will gather information, write news stories and post them on a news site specially set up for this class project.

Part of the course will also involve reading materials on the trends in online journalism as well as reviewing news websites.

### **WGST 3090 - Women and Leadership**

#### **JUSTIFICATION:**

This course broadens the scope of traditional leadership studies to incorporate female and feminist perspectives. It reviews concepts and theories of leadership in terms of their relevance to the varied contexts of leadership within which women operate and offers practical experiences to learn about women in leadership first-hand and to develop leadership skills.

***The department requested that this item be removed from the agenda.***

### **New or Revised Programs**

#### **All Music Programs**

#### **JUSTIFICATION:**

Some music students have had a difficult time focusing on timely progression through the major requirements, which include many sequential and tightly interlocking courses. Some students find themselves retaking courses many times, in part through lack of focus or commitment. Almost always, these students linger for six, seven, or more years and never complete the degree. This statement, modeled after a similar statement currently used for the B.S in Nursing degree, creates a clear progression requirement that music majors will need to meet and outlines a path for them to receive immediate help when they do not pass a course. It will enable students who are not suited to the rigor of the music program to more quickly exit into another program to which they will be better adapted.

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

#### **B.A. Writing and Linguistics, Concentration in Creative Writing**

#### **JUSTIFICATION:**

To bring Writing and Linguistics in line with other CLASS Units. Majors should be able to meet minimum competency or "C" requirements in all major course work.

#### **B.A. Writing and Linguistics, Concentration in Linguistics**

#### **JUSTIFICATION:**

To bring Writing and Linguistics in line with other CLASS Units. Majors should be able to meet minimum competency or “C” requirements in all major course work. Also to add LING 4133 as a new course.

**B.A. Writing and Linguistics, Concentration in Professional and Technical Writing**

**JUSTIFICATION:**

To bring Writing and Linguistics in line with other CLASS Units. Majors should be able to meet minimum competency or “C” requirements in all major course work.

**B.A. Writing and Linguistics, Concentration in Writing and Culture**

**JUSTIFICATION:**

To bring Writing and Linguistics in line with other CLASS Units. Majors should be able to meet minimum competency or “C” requirements in all major course work.

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

**B.S. Communication Studies**

**JUSTIFICATION:**

Revision changes course title for COMS 3332 from “Discussion” to “Small Group Communication” to reflect course content more clearly.

***A Wheaton/Saye motion to approve this program revision was passed unanimously.***

**Multimedia for Information Technology Second Discipline**

**JUSTIFICATION:**

1. Migration of GCM Program, which administers this second discipline, from COST to CLASS requires the deletion of reference to former department “Mechanical and Electrical Engineering Technology” to Department of Art; 2. MUSC 3531 course was deleted in March 2007 and should be removed from second discipline course options.

***A MacKinnon/Ziegler motion to approve this program revision was passed unanimously.***

**African Studies Interdisciplinary Minor**

**JUSTIFICATION:**

To add AAST/AMST/ANTH/LING 4133 Gullah and Geechee Language and Culture as a new course.

**American Studies Interdisciplinary Minor**

**JUSTIFICATION:**

To add AMST/AAST/ANTH/LING 4133 Gullah and Geechee Language and Culture as a new course.

**Linguistics Minor**

**JUSTIFICATION:**

To add LING 4133 as a new course.

**Linguistics Interdisciplinary Minor**

**JUSTIFICATION:**

To add LING/AMST/AAST/ANTH 4133 Gullah and Geechee Language and Culture as a new course.

**B.A. Anthropology**

**JUSTIFICATION:**

To add ANTH 4133 Gullah and Geechee Language and Culture as a new course.

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

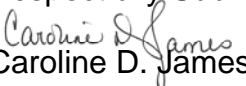
**VIII. OTHER BUSINESS**

- Dr. Michael Moore stated that the B.A. Spanish, B.A. French, and B.A. German programs that were approved at the November 13, 2007 Undergraduate Committee meeting were tabled at the February 14, 2008 Faculty Senate meeting. There was concern about the clarification/justification of these programs. Faculty Senate requested clarification/justification for this information. That request had not been met at the time of the February 19, 2008 Undergraduate Committee meeting.***

**IX. ADJOURNMENT**

***There being no further business to come before the committee, a MacKinnon/Wheaton motion to adjourn the meeting at 3:48 p.m. was passed unanimously.***

Respectfully Submitted,

  
Caroline D. James  
Recording Secretary

***Summary of the Academic Advisory Council***

*Chair: Linda Bleicken*

*No report*