November 29, 1994

MINUTES OF THE FACULTY SENATE

The fourth regular meeting of the Faculty Senate of The College of Charleston for the academic year 1994-1995 convened at 5:00 p.m. on Tuesday, November 29 in Room 118 of The Education Center, Speaker of the Faculty David Mann presiding. Forty-four senators attended. The Minutes of the previous meeting (November 1) were approved as circulated.

The Senate gave tentative approval, pending completion of all requirements, to undergraduate and graduate degree candidates intending to graduate in December; the names are attached to the Secretary's copy of the Minutes.

Beverly Diamond, for the Committee on Nominations, recommended two changes on the Tenure and Promotion Committee: Virginia Benmaman (Languages), previously a regular member, becomes an alternate, and David Kowal (Art History), previously an alternate, becomes a regular member. These recommendations were accepted, and the Tenure Committee is now as follows:

Members:
- James Carew
- Marion Doig
- Caroline Hunt
- David Kowal
- Gary Tidwell

Alternates:
- Virginia Benmaman
- Katherine Bielsky
- Robert Johnson
- James Smiley
- Paige Wisotzka

Wayne Jordan then moved a series of proposals from the Curriculum Committee, including new courses in History, African American Studies, a change in listing in Art History/Arts Management and Administration, and a set of guidelines on Special Topics courses; these may be summarized as follows:

Memorandum of Nov. 21, 1994:

1. Course Changes

History

New Course: HIST 221: Women in the United States (3hrs.)

African American Studies

New Course: AAST 200: Introduction to African American Studies (3)
Art History/Arts Management and Administration

Change in Department Listing: ARTH 240 becomes ARTM 240: Gallery Fundamentals

2. Guidelines for the use of Special Topics Courses:

Major and Minor Departments should utilize Special Topics courses with discretion. Prior to the first offering of a particular topic, notification in due form* will be sent to the Faculty Curriculum Committee and thence to the Faculty Senate, for information. Before the third offering of a particular topic within a period of five years, it must be submitted as a new course for the approval of the Faculty Curriculum Committee and the Faculty Senate and, when approved, be published in the Bulletin under its own title and number. When Special Topics courses are interdepartmental in character or subject, formal consultation with "interested" Departments is expected.

*The Faculty Curriculum Committee will generate a form for this purpose, a brief version of the New Course Form presently in use.

[Secretary's note: the concluding sentence of the main paragraph was originally placed right after the first sentence, and was moved to its present position by a friendly amendment.]

During the brief discussion, Frank Kinard wondered why AAST 200 had no prerequisites; Mr. Jordan said that this was not unusual. Hugh Wilder wished to know if the new form would be used for every Special Topics course, and not just interdisciplinary ones; the answer was, yes. Robert Johnson wanted to know what would happen when a course was offered for the third time in year six; the answer was, that this would not affect the basic sequence of one, three, five. Richard Nunan asked whether the guidelines did not represent a change to two allowable years before special topics courses must go through the Curriculum Committee, rather than the three years specified under the present rule? Mr. Jordan replied that no record of such a rule ever having actually been passed by the faculty appears to exist. Marty Perlmutter wondered if the requirement that all Senate members get copies would not generate too much unnecessary paperwork; no, because the Senate is not the full faculty, merely a microcosm. Paul Young added that the Curriculum Committee publishes no Minutes, and so giving notification of Special Topics courses to Senators was a way of having them on record. In the event, these proposals passed, as amended, on a voice vote; the original documents are attached to the Secretary's copy of the Minutes.

Larry Carlson then introduced a series of proposals from the Faculty Committee on Graduate and Continuing Education, as approved by the Graduate Council. These proposals include new or changed graduate courses in Biology, Education, Geology, Languages, Mathematics, Physics, and Public Administration, and may be summarized as follows; minor corrections, and an amendment, are incorporated (N = New Course; C = Course Change):

Biology

BIOL 6XX & EVSS 610: Environmental Biology (N)
Education

EDEE 706: Special Topics in Education (N)
EDFS 687: Technology Education for Teachers (C)
EDFS 689: Application of Telecommunications in the Classroom (C)
EDFS 690: Use of Technology in Reading, Language Arts, and Social Studies (C)
EDFS 691: Use of Technology in Math and Science (C)
EDFS 692: Advanced Technology Applications in Education (N)
EDFS 712: Transition Programming for Exceptional Children and Youth (C)
EDFS 716: Working with Families of Exceptional Children and Youth (C)
EDFS 717: Technology Applications in Special and Remedial Education (C)

Geology

EVSS 640: Earth Systems Science (N)
EVSS 641: Aqueous Geochemistry (N)
EVSS 643: Environmental Geochemistry (N)
EVSS 645: Coastal Processes and Issues (N)

[The proposal was amended to eliminate co-listing EVSS 645 as GEOL 445]

Languages

LANG 590: Special Topics (N)

Mathematics

MATH 523: Partial Differential Equations I (N) [numbering corrected, adding "I"]
MATH 551: Linear Programming and Optimization (N)
MATH 552: Operations Research (N)
MATH 611: Real Analysis I (C)
MATH 623: Partial Differential Equations II (N) [delete first sentence from the description on p. 134 of the Bulletin]
MATH 699: Independent Study in Mathematics (N)

Physics

EVSS 650: Energy Production and Resource Management (N)
EVSS 656: Atmospheric Science (N)
EVSS 658: Climate Change (N)

Public Administration

PUBA 701: Capstone Seminar (N) [correction: to be first offered in the Spring of 1995, not 1994]

During the discussion, Frank Kinard asked, as a point of information, whether he was correct in thinking that undergraduates were not allowed in graduate courses? Mr. Carlson said that this depends on the department and the program. Laura Hines noted that particularly able undergraduates are occasionally allowed into some graduate courses if they have exhausted the regular
undergraduate offerings. Questions were raised about the proposed cross-listing of EVSS 645, Coastal Processes and Issues, as Geology 445; was it already in the catalogue as an undergraduate course? The answer was, presumably yes. Laura Hines said, however, that more work would be required of any graduate students enrolled. Mr. Kinard thought there were possibly serious problems in having both undergraduates and graduates enrolled in the same course, and urged that there was no reason to duplicate 400-, 500-, and 600-level courses concerned with the same material. David Mann commented that the problem appeared to be the possible overlap between upper-level undergraduate, and lower-level graduate courses, and wondered whether the matter should be sent to the Academic Planning Committee. (Beverly Diamond suggested voting on the 600-level courses first, before taking up this question; the Speaker said the motion was unnecessary, because the matter was already on the floor.) Caroline Hunt asked whether voting on a 600-level course would authorize it on the 400-level; the answer was, no. Mr. Carlson noted that his committee considered that it was recommending the substance of the courses involved, rather than the numbers, which the CHE had already approved. Frank Kinard said that we ought to have a written policy covering the overlap between graduate and undergraduate course enrollment, though we could act on the motion before us now. Susan Morrison, the Parliamentarian, said that an amendment to the motion, accepting EVSS 645, but striking out the cross-listing as GEOL 445, would be in order; this amendment was moved and passed. The main motion passed, as amended (and with the minor corrections noted above), on a voice vote. The original proposals and supporting documents, amounting to some 72 pages [1], are attached to the Secretary's copy of the Minutes.

John Newell then moved to direct the Academic Policy Committee to look into and report on the question of overlapping graduate and undergraduate courses. This was seconded and passed unanimously, on a voice vote.

Von Bakanic, for the Academic Standards Committee, introduced a resolution from the Office of Admissions and Continuing Education for changes to pp. 24-25 of the College of Charleston Undergraduate Bulletin. The purpose of these changes is "to extend the present Continuing Education policy" by incorporating "a justified need for clearer academic standards" and providing "greater opportunities for adult students." The resolution contains eight paragraphs, to be inserted between the fourth paragraph on p. 24 and the fourth paragraph on p. 25, replacing the present language from "Continuing Education Students" up to the start of a description of the "North Area Facility." An important part of this resolution is the addition of a paragraph d), describing an "Adult Degree Track." After very brief discussion, the resolution on Continuing Education passed without objection, on a voice vote. The original document from the Office of Admissions and Continuing Education is attached to the Secretary's copy of the Minutes.

William Moore, for the Faculty Welfare Committee, then introduced three proposals, on sabbaticals, smoking, and parking. The first, which had been introduced at the previous meeting but postponed in order to allow a representative of the Welfare Committee to speak to the issue, received some discussion. James Carew moved to strike the last sentence of the first paragraph on p. 2 of the Sabbatical Leave Policy ("The faculty member must disclose any additional income she/he receives while on sabbatical"), the motion to strike passed on a voice vote, and the Sabbatical Leave Policy was then endorsed, as amended. Second, Mr. Moore put forward a memorandum to the Welfare Committee from Andy Abrams, Vice-President for Legal Affairs, dated October 5, 1994, suggesting "that the following language be used to address the concerns expressed by the Senate about the current smoking policy".
The College of Charleston hereby adopts the preamble of the South Carolina Clean Indoor Air Act of 1990, which provides in part that it is "desirable to accommodate the needs of nonsmokers to be free from exposure to tobacco smoke while in public indoor places." Consistent with both this principle and the specific provisions of the Act, smoking is prohibited in all College of Charleston buildings, except in "enclosed private offices" and designated employee break areas.

For purposes of the College of Charleston's smoking policy, "Enclosed private offices" are defined as "those private offices with sufficient physical separation to insure that tobacco smoke does not impinge upon non-smoking areas." Accordingly, where smoke from an otherwise private office does impinge upon smoke-free areas, the office is not "enclosed" and, therefore, is not an allowable area for smoking.

Upon the registration of a complaint or acting on her/his own behalf, the immediate supervisor shall be responsible for determining whether an office of any employee under the supervisor's control is an "enclosed private office." The supervisor shall make this determination and advise, in writing, the office resident and the complainant of the decision. If the supervisor concludes that this office is not an "enclosed private office," then the office in question shall immediately be designated a non-smoking area. Thereafter, the supervisor may attempt, where appropriate, to accommodate the office resident by seeking some other available "enclosed private office" on campus where smoking would be permitted.

After some discussion (during which Mr. Abrams made clear that the proposal was intended to deal only with faculty offices, and not reopen other aspects of the question), and an unsuccessful attempt to amend, the motion on smoking passed, on a voice vote.

Mr. Moore then introduced the third proposal from the Welfare Committee, a modification in parking regulations, designed to rectify an unauthorized change made by a former administrator to the parking policy drawn up by the Parking Committee some years ago:

The Welfare Committee unanimously recommends that the provision, which gives credit to state employees who transfer years of service into the College, be removed from the parking guidelines. It recommends, however, that those who have previously transferred into the College and received credit not be penalized. Rather, it will be applicable to new employees beginning January 1, 1995.

Peter Yaun asked whether parking lots belong to the State. Andy Abrams said they belong to the College, though there are some hybrid areas; in any case, parking seniority is not something the State addresses. The motion on parking passed, once again on a voice vote, concluding the report from the Welfare Committee. The original documents for all three proposals passed are attached to the Secretary's copy of the Minutes.

Trish Ward, for the Honors Program Committee, recommended "that the name of the Honors Program be changed to Honors College and that the Director of the Program be made Dean of the Honors College." Hugh Wilder then called attention to paragraph four of the attached report on these proposed changes, sent on September 20, 1994 to the Honors Program Committee by Elizabeth Martin, chair of the "Honors Program Study Committee":

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It is the opinion of this committee that the action in question is more involved than a name change. What is presently in place is quite effective, successful, and supports the mission of the academic departments of the College. Any changes in the program for Honors students should be instituted as a joint effort of the faculty and the administration and be considered in light of the over-all, long range plan for the college/university structure.

Mr. Wilder thought that, in light of these findings, the motion from the Honors Program Committee raised serious procedural questions, and that it should be remanded to the Academic Planning Committee. The duties of the Honors Program Director might very well change, he said, in relation to other Deans, Department Chairs, and the Provost, if the Director became a Dean, and he formally moved to remand. This motion was seconded. Richard Godsen asked if the proposal should be remanded to the Academic Planning Committee with specific recommendations, and Mr. Wilder phrased his motion as follows:

That the proposal from the Honors Program Committee, to change the Honors Program to the Honors College and to make the Director a Dean, be remanded to the Academic Planning Committee, in order, first, to inquire into and to specify what the relationship would be between the new Dean and the already existing Deans, the chairs of departments, and the Provost, and second, to look into the recent growth of the Honors Program, with the Director being asked to draw up a report for the Academic Planning Committee, to include a consideration of the implications of this growth for the College as a whole, and an outline of projected future staffing needs.

After some parliamentary maneuvering, the motion to remand passed, on a voice vote.

Constituents' General Concerns

Herb Silverman asked when the smoking policy just passed would go into effect. Mr. Abrams said, presumably at the start of the next semester (January, 1995). Melanie Gribbin, Student Government Association representative to the Senate, asked how the Registrar's office indicates whether F grades on a transcript derive from Honor Code violations; the provisions for repeating courses "do not apply to any course for which the student has received the grade of F in consequence of honor violation." Beverly Diamond suggested working on this with the Academic Standards Committee. Attention was called to the forthcoming Martin Luther King Day at the College, which is scheduled for Monday, January 6, and includes a celebration at the Sottile Theater starting at 8:00 p.m. Caroline Hunt requested a report on efforts to introduce a chapter of Phi Beta Kappa at the College; Andy Abrams will be asked to look into this next semester. The Speaker concluded the meeting by announcing that the Trustees would be invited to attend the January meeting of the Senate. With no further business, the meeting adjourned at 6:50 p.m.

Respectfully submitted,

Bishop Hunt,
Faculty Secretary