April 21, 1998 (Second Session)

MINUTES OF THE FACULTY SENATE

The second session of the eighth regular meeting of the Faculty Senate of the College of Charleston convened at 5:05 on Tuesday, April 21 in ECTR 118, Speaker of the Faculty Robert Mignone presiding. Forty-four senators attended.

Mr. Mignone announced that the Senate vote at the April 7 meeting to present all faculty awards at the spring faculty meeting came too late for this year's April 13 meeting. He asked for approval that the 1997-98 awards be presented at the Awards Ceremony with the winners to be announced at graduation and their names listed on an insert in the graduation program.

New Business

- For the Committee on Nominations and Elections, Kem Fronabarger presented the slates that had been circulated for the three Senate committees, and the committees were elected by voice vote.

<table>
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<th>ACADEMIC PLANNING</th>
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<td>7 faculty members, majority must be faculty senators</td>
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<tr>
<td>Blake, Mary</td>
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<td>Creed, John</td>
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<td>Doig, Marion</td>
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<td>Heston, Mary Beth</td>
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<td>Johnston-Thom, Kathy</td>
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<td>Kaiser, Charles</td>
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<td>Newell, John</td>
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<th>BY-LAWS</th>
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<td>3 faculty members, majority must be faculty senators</td>
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<tr>
<td>Ford, Lynne</td>
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<td>Nettinger, Ned</td>
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<td>Hunt, Bishop</td>
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BUDGET
7 faculty members, majority must be faculty senators
Davis, Sara (S) Educational Foundations/Specializations
Hefner, Frank Economics/Finance
Marban, Dottie (S) Spanish/Italian
Mignone, Robert (S) Mathematics
Moore, William (S) Political Science
Olejniczak, William History
Strauch, Katrina Library

Then the following were nominated and elected for the 1998-99 Committee on Nominations and Elections:

COMMITTEE ON NOMINATIONS AND ELECTIONS
7 faculty members
Baginski, Tom Classics/German
Caveny, Deanna Mathematics
Fronabarger, Kem Geology
Kinard, Frank Chemistry/Biochemistry
Newell, John History
Van Sickle, Meta Educational Foundations/Specializations
Ward, Trish English/Communication

• For the Graduate Education Committee, Chip Biernbaum moved the adoption of "Policies and Procedures for Graduate Certificate Programs" that had been accepted by the Graduate Council and the Faculty Committee on Graduate and Continuing Education. The motion passed. [The full text of the document is attached to the Secretary's copy of the minutes.]

Mr. Biernbaum's motion for the following course also passed:
• New Course: EDFS 660 Nature of Science, Mathematics, and Science/Mathematics Education (3)

• The following motion from both the Curriculum Committee and the Committee on Graduate Education also passed:
  Any proposed course that may be taken by both undergraduate and graduate students must pass through both the Committee on Graduate Education and the Curriculum Committee. Proposals for such courses must include a statement indicating that the course may be taken by undergraduate and graduate students and must clearly state different expectations for undergraduate versus graduate students. Both the graduate and undergraduate proposal forms will be modified to reflect this double-listing.
• For the Curriculum Committee Doug Friedman made a series of motions, all of which passed.

MANAGEMENT AND MARKETING

• New Course: MGMT 308 Managing Diversity (3)

ENVIRONMENTAL STUDIES MINOR

• Add the following to the list of acceptable courses for the Minor in Environmental Studies under Science and Math Environmental Courses: BIOL 503 Special Topics in Ecology, GEOL 107 Introduction to Coastal and Marine Geology, GEOL 312 Environmental Field Methods, MATH 250 Statistical Methods I, MATH 530 Mathematical Statistics I, PHYS 105 Introduction to Meteorology, PHYS 456 Air Pollution Meteorology, PHYS 457 Satellite Meteorology, PHYS 458 Climate Change, under Humanities and Social Sciences Environmental Courses: PHIL 150 Nature, Science and Technology, and SOCY 352 Population and Society.

• Delete URST 350 Environmental Policy, MATH 216 Introduction to Probability and Statistics, and MATH 231 Applied Statistics

URBAN STUDIES

• Changes to the Core: Change Applied Statistics Core Course to Applied Statistics Requirement: Choose one of the following: DSCI 232 Business Statistics, POLS 302 Policy Evaluation; SOCY 271 Introduction to Social Research. Change SOCY 352 Urban Sociology to SOCY 351 Urban Sociology or ANTH 351 Urban Anthropology

• Change in the Planning and Administration Concentration Courses: Delete POLS 302 Policy Evaluations and ECON 320 Managerial Economics; Add HTMT 210 Introduction to Hospitality and Tourism

• Change in the Planning and Administration Electives: Delete BADM 303 Business Finance, BADM 406 Quantitative Methods and Decision Making, ECON 317 Microeconomic Analysis, and ECON 320 Managerial Economics; Add ARTH 254 Introduction to Architecture, ARTH 315 Urban Design Studio, ARTH 318 Preservation Planning Studio, POLS 307 Environmental Policy, SOCY 202 Introduction to Social Institutions, and URST 398 Special Topics in Humanities


• Course Change (title and catalog description) in both Concentrations: URST 399 Special Topics Seminar to Special Topics in Social Sciences

• New Course in both Concentrations: URST 398 Special Topics in Humanities (3)

• Approval of URST 201 Introduction to Urban Studies for General Education credit in Social Science

BIOL OGY

• Course change (catalog description): BIOL 301 Plant Taxonomy from “lecture 2 hours per week, laboratory 4 hours per week” to “lecture 3 hours per week, laboratory 3 hours per week”

• Course change (catalog description): BIOL 334 Herpetology from “lecture 2 hours per week, laboratory 4 hours per week” to “lecture 3 hours per week, laboratory 3 hours per week”

• Course change (catalog description): BIOL 335 Biology of Fishes from “lecture 2 hours per week, laboratory 4 hours per week” to “lecture 3 hours per week, laboratory 3 hours per week”

• For Information: BIOL 453 Special Topics: Ornithological Field Techniques (3)

STUDIO ART

• New Course: ARTS 339 Drawing IV (3)

• New Course: ARTS 325 Foundry (3)

• Course change (prerequisite): Remove ARTS 119 as prerequisite to ARTS 220 Sculpture

• Course Change (number): ARTS 229 Drawing renumbered to ARTS 319 Drawing

• Course change (prerequisites) ARTS 324 Sculpture: Revise prerequisites to include ARTS 119 and ARTS 220

• Course change (prerequisites): ARTS 215 Photography I: Change prerequisites from ARTS 118 or ARTS 119 to ARTS 119
PHYSICAL EDUCATION AND HEALTH

- Course change (hours): PEHD 202 Laboratory Activities in Physical Education change from 1 to 2 hours
- Course change (prerequisite): HEAL 317 Sex Behavior: Add HEAL 217
- Course change (prerequisite): HEAL 323 Women's Health: Add Heal 216
- Course change (prerequisite): HEAL 325 Health Promotion: Add Jr. Standing (60 hours) and HEAL 216
- Course change (prerequisite): HEAL 347 Emergency Preparation and First Aid: Add Jr. Standing (60 hours)
- Course change (prerequisite): HEAL 390 Chronic Diseases: Add Jr. Standing (60 hours) and HEAL 216
- Course Change (title): PEHD 340 Work Physiology and Lab changed to Exercise Physiology and Lab
- Course Change (title): PEHD 431 Analysis of Physical Performance changed to Tests and Measurements

For the Faculty Welfare Committee Lou Burnett moved the following additions to the Faculty/Administrative Manual:

Section IV, M.2. Page 97

PROCEDURES FOR THIRD YEAR EVALUATION, TENURE AND PROMOTION OF INSTRUCTIONAL AND LIBRARY FACULTY

(Addition to this section in double underline)

2. Preparation and Submission of the Faculty Member’s Contribution of the Packet

A faculty member will submit to the Chair of the Department Evaluation Panel a packet containing a current curriculum vitae and evidence assembled to demonstrate that the standards and criteria have been met. The review process begins once the faculty member’s contribution to the packet has been formally submitted for departmental evaluation.
3. **Withdrawal from the Process**

In cases of requests for promotion (with the exception of promotion that occurs concomitantly with tenure), the candidate may withdraw from the review process at any time prior to a final decision by the President by providing written notice to all levels of review (the Departmental Evaluation Panel, the Advisory Committee on Tenure, Promotion and Third-Year Review, the Dean of the appropriate school, the Provost, and the President). A candidate who is being considered for early tenure may not withdraw from consideration for tenure after the packet has been forwarded to the Advisory Committee on Tenure, Promotion and Third-Year Review except by vote of this committee for sufficiently extenuating circumstances.

(The numbering of all subsequent sections—3 through 15—must be incremented by one.)

**The motion passed.**

The Faculty Welfare Committee also moved the following addition to the *Faculty/Administration Manual* so that the College will be in compliance with CHE’s “Best Practices for a Performance Review System for Faculty,” which requires the use of student course evaluations for each course taught during the year (#8a):

> Student course evaluations will be completed for every section of every course, every semester, with the exception of a course section that has only one student enrolled.

Deanna McBroom and Frank Kinard pointed out some problems with the motion as it applies individualized instruction in performance courses and research courses with various professors. **The motion passed.**

- **For the Academic Planning Committee,** Lynn Cherry moved the following:

> The “Evaluation of Administrative Offices” Survey (passed by the Senate on October 7, 1997) shall be administered and reported on through publication in the *Faculty Newsletter*.

Ms. Cherry pointed out that the President had concerns because the evaluations of administrative offices were to be made public when faculty evaluations are not made public; however, she noted, this is an evaluation of offices, not personnel. Mr. Mignone added that this is an “informal poll” and not the same as student evaluations of faculty.
Lynne Ford added that, unlike this informal survey of offices, individual faculty evaluations are part of our evaluation process. Jane McCollough suggested that the survey be titled “Informal Poll” and that some protections be included so that individuals could not be identified.

Bishop Hunt moved an amendment to change the title of the instrument to “Survey of Administrative Offices.” The amendment failed, and the main motion passed.

Acknowledgments

Mr. Mignone recognized Susan Morrison for her years of service to the Senate as Parliamentarian and presented a token of his appreciation. (He also recognized the Secretary.)

Provost Conrad Festa presented Mr. Mignone with a plaque honoring him for the outstanding work he has done as Speaker and in representing the College across the state.

Adjournment

With no further business, the meeting adjourned at 5:50 p.m.

Respectfully submitted,

Kathy Haney
Faculty Secretary