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Minutes
Faculty Senate Meeting
April 10, 1997

Ms. Kristine Palmer, Chair, called the meeting of the Longwood College Faculty Senate to order at 11:20 a.m. in the Prince Edward Room. The following members were present:

Dr. McRae Amoss	Dr. Frank Howe	Dr. Charles Ross
Dr. Jennifer Apperson	Mr. Richard Hurley	Dr. Ellery Sedgwick
Mr. Mark Baldridge	Dr. Chrystyna Kosarchyn	Dr. Pat Shank
Dr. Patrick Barber	Dr. Patricia Lust	Dr. Betty Jo Simmons
Dr. William Burger	Ms. Phyllis Mable	Dr. Donald Stuart
Dr. Vincent Cibbarelli	Dr. Wayne McWee	Dr. Robert Wu
Ms. Linda Cranston	Dr. Geoff Orth	Dr. Douglas Young
Dr. Berkwood Farmer	Dr. Jeffery Peden	
Mr. Jeremy Glesner	Dr. Darryl Poole	

Drs. David Carkenord, Patricia Cormier and James Munson were absent.

The minutes of the March 6, 1997, Faculty Senate meeting were approved as distributed.

Ms. Palmer then asked Dr. Patricia Lust to bring the EPC items forward. On behalf of the EPC, Dr. Lust moved the adoption of:

Item 1:

Change number of credits required for class standing from 25-56-89 to 30-60-90.

Rationale:

In the 1996 state report on Student Progression, SCHEV officials indicated that higher education institutions in Virginia were currently utilizing varying scales to report student progress/progression from the freshmen to sophomore to junior to senior levels. It was recommended that prior to the August 1997 institutional reporting of information on student progression that a standard be developed for all public institutions using the 30-60-90 rule. That is, any students in the Commonwealth who have earned 30 credit hours toward graduation would be classified as a sophomore. Currently, Longwood's progression rule is 25-56-89. I [Judy Vogt] have checked with colleagues in other Virginia colleges/universities and it is the general consensus that all plan to change to the 30-60-90 progression sequence. Most representatives agreed that it would cause great confusion to have internal reporting data (i.e., Fact Book) that were inconsistent with other public documents.

Proposed Catalog Change for 1997-98

Satisfactory Academic Progress

If a student fails to make satisfactory academic progress, the student may be ineligible to receive financial aid. Most programs either have a limit on the number of semesters of eligibility and/or a limit on the total amount of funds that can be received. To maintain satisfactory academic progress, a student must meet the Academic Probation and Suspension Policy as stated in this catalog. Also, some programs require a student to progress a grade level each year in order to maintain eligibility. Grade level progression is as follows: 1-29 earned credit hours, Freshman; 30-59 earned credit hours, Sophomore; 60-89 earned credit hours, Junior; and 90 earned hours and above, Senior.

A student may not receive financial assistance for attending Longwood for more than six years as a full-time student. If a student is academically suspended, the student cannot receive aid the semester the student returns to Longwood. The student must first meet the requirements of satisfactory academic progress before eligibility for assistance can be restored.

Ms. Lisa Turner and Ms. Karen Schinabeck from the Financial Aid Office were present. After much discussion regarding the pros and cons of the proposed change, Dr. Barber moved that the item be tabled until the May 1 meeting of the Faculty Senate. The motion was seconded and carried.

Item 2: Assign generic course numbers as follows:

311, 312	Study Abroad (1-18 credits) Precedent set by modern language disciplines, but numbers are routinely used in other departments for various topics
[293],493,[593]	Registrar's Office Use -- transfer credits
295,495,595	Special Topics Courses (1-6 credits)
498,499	Honors Research

Dr. Lust offered a friendly amendment to the above motion to include 293 and 593 (in brackets above). The amendment was seconded and carried. *The amended motion carried.*

On behalf of the EPC, Dr. Lust informed the Senate of the new courses approved by the EPC:

HONS200.	Cross-cultural Communication
HONS201.	Education for Social Change
HONS300.	Freudian Themes in Fairy Tales
HONS400.	The Civil Rights Movement in Prince Edward County
SOCL493.	Professional Study in Criminal Justice

As a follow-up to previous communications, Ms McKenzie reminded Senators that the first exam

period is reserved for mandatory senior assessment testing.

Dr. Poole discussed the report **Longwood Writing Program: Summary of 1996-97 Assessment Findings**. He noted that the report included a list of seven conclusions and recommendations. Item number 7 is of particular importance since it deals with the general level of writing proficiency and the VPAA's responsibilities to address the deficiencies. Dr. Stuart moved that the Senate officially support Recommendation #7 to the VPAA. **The motion was seconded and carried.**

Dr. Barber moved to bring item #6 (an update from the Committee asked to study Greek recruitment and pledge time periods) on the agenda off the table. **The motion was seconded and carried.** Dr. McWee stated that the Committee will meet on April 18 to conclude its work. That being the case, Dr. Barber moved to table the item until the May meeting of the Faculty Senate. **The motion was seconded and carried.**

On behalf of the Executive Committee of the Faculty Senate, Dr. Barber moved that the ad hoc course load committee be confirmed and approved.

Appointment, by the Senate Executive Committee, of an ad hoc Course Load Committee: Chair, Carolyn Wells. Other members are Bill Harbour, Ruth Meese, Mary Flanigan, and Jim Cope. The purpose of the committee will be to examine the current [undergraduate and graduate] course load policy and determine if the policy should stand as it is or whether changes should be recommended. The committee will also make recommendations as to how the policy should be enforced and what exceptions would be allowed.

The committee will be asked to report their findings/recommendations [if policy changes are recommended] to the General Faculty at the August 1997 General Faculty meeting and to the Faculty Senate [who will be asked to vote] at the September 1997 Senate meeting.

Ms. Palmer stated that it was very difficult to get faculty members to participate on this committee. She wanted to publicly thank the individuals for agreeing to serve. Dr. Sedgwick moved to amend the motion to include "undergraduate and graduate" as noted above. **The amended motion carried.**

Ms. Sarah Bingham noted that the committee she chairs under the current governance structure, inherited from the previous governance system committee, the responsibility of reviewing and updating the Longwood College Student Reactions to Instruction form. Discussion occurred. Review of the draft will continue. Although a quorum was not present at the time, a recommendation was made to appoint another committee to further review this document. This discussion would continue at the May 1 Senate meeting.

Ms. Palmer informed the Senators that she is chairing the search committee for the Longwood Internal Auditor. Other members are: Rick Hurley, Susan Harwood (Chair, Board of Visitors Finance Committee), and Richard Bunce (Executive Director of Internal Audit and Management Services at VCU).

Dr. Lust informed the Senate that the Search Committee for the VPAA is on schedule and will conduct airport interviews in Richmond on April 19 and 20. Three or four of the candidates will then be invited to campus for two-day interviews during the last week of April and the first week of May.

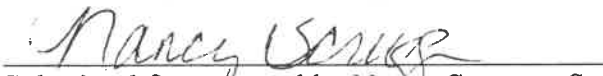
Ms. Palmer reminded Senators that elections for officers will be held at the May meeting of the Senate. Newly elected Senators and current Senators will attend. Current Senators will elect the officers.

Ms. Palmer reported back, as stated in the bylaws, on the action items from the March 6, 1997, Senate Meeting. The motions (1) for the adoption of the guidelines for the Committee on General Education Assessment and (2) on behalf of the EPC Committee were forwarded to Vice President Poole for action and were approved

Ms. Palmer also announced that she would be representing Faculty Senate at the inauguration and she would be presenting a gavel to the President. Faculty Senate Executive Committee agreed to the gavel as a reflection on faculty governance at Longwood. Two gavels were purchased, one of which will be used by the Chair of the Faculty Senate.

Ms. Palmer stated that brief committee reports will be presented at the May meeting of the Faculty Senate. Written reports will assist the new committee chairs.

The meeting adjourned at 1:00 p.m.



Submitted for approval by Nancy Scruggs, Secretary