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Meeting Agendas and Minutes

Faculty Senate

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Minutes of the
Faculty Senate Meeting
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February 13, 2003

Dr. McWee called the meeting of the Longwood Faculty Senate to order at 3:30 p.m.
Members present were

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|--------------------|---------------------|----------------------|
| Dr. John Arehart | Dr. Carolyn Craft | Dr. Wayne McWee |
| Dr. Pat Barber | Mr. Lance Griffin | Dr. Tony Palombella |
| Dr. Sarah Bingham | Dr. Jackie Hall | Dr. Tim Pierson |
| Dr. Chuck Blauvelt | Dr. Frank Howe | Dr. Darryl Poole |
| Dr. Norman Bregman | Dr. Judy Johnson | Mr. Chris Register |
| Dr. Jená Burges | Dr. Charles Kinzer | Dr. James Scepansky |
| Dr. Theresa Clark | Ms. Claire LaRoche | Dr. Betty Jo Simmons |
| Dr. David Coles | Dr. Sharon McCaslin | Dr. Bill Stuart |
| Dr. David Cordle | Dr. Sue McCullough | Dr. Gordon Van Ness |

Also present were Dr. David Buckalew, Dr. Lily Goetz, Ms. Alecia Knox, Dr. Robert May, and Dr. Larissa Smith.

Dr. McWee announced a change in the order of the agenda putting the EPC report second and the Proposal on the rank of Lecturer third. There was no objection.

A motion to approve the minutes of the meeting held December 12, 2002, passed.

Dr. Hall for the EPC moved the acceptance of three clarifications of the General Education Policy dealing with an "approved international experience":

1. *a semester abroad OR*
2. *an international experience for which Longwood University either gives or accepts academic credit equivalent to at least three credit hours. (If a Longwood course involves an international experience, it should be noted at the time the course is submitted to the Registration Office for inclusion in the schedule.)*
3. *Other experiences may be submitted for approval through the Director of International Studies, who will make a recommendation to the General Education Committee. The General Education Committee will then determine whether the experience qualifies for exemption from Goal 9.*

The motion passed. Dr. Hall moved the addition to "General Education Goals, Outcomes, and Core Courses" in the catalog of the sentence:

"Normally, a General Education course should be offered at least once per year."

The motion passed. Dr. Hall then made a motion to allow courses under the Criminology and Criminal Justice discipline to be designated as social science courses, retroactive to the 2002-2003 catalog. The motion passed. She called attention to the Information Items (distributed with the agenda). There were no questions.

Dr. Poole for the Promotion and Tenure Policies and Procedures Committee moved the substitution of the committee's document (circulated on February 12 to be attached to the

agenda) for the current policy on the Rank of Lecturer (Section III, H, p. 56 of the Faculty Manual). Dr. Craft made a motion to amend the second sentence of item 7 to read:

In rare instances, these persons may become with proper evaluation and approval through the regular evaluation process instructors and assistant professors subject to the provisions of Appendix A on p. 135.

The motion was seconded and after discussion defeated. Dr. Hall moved the substitution in the second sentence of item 7 of the words *exceptional circumstances* for *rare instances*. The motion was seconded and carried. After considerable deliberation the main motion carried. The motion as passed is attached.

Dr. Van Ness made a motion to withdraw from the table the proposal on Student Teaching Supervision (attached to the agenda). The motion was seconded, discussed, and passed.

Dr. Smith for the ad hoc committee to review the External Grants and Contracts Policy presented the committee's recommendations (sent as additions to the agenda on February 12) and urged the Senate, the faculty, and the administration to study it and provide feedback to her committee so that the committee can present a revised policy to the Senate at its March meeting. Her committee had surveyed practices at other institutions and has tried to bring Longwood's policy into conformity with SACS requirements and current practice elsewhere.

Under new business Dr. Craft urged the Bookstore Committee to be responsive to faculty concerns, and Dr. Barber raised a question about campus security in the light of recent alerts about threats.

Mr. Lance Griffin, the new representative from SGA, raised four issues of concern to SGA and the students it represents:

1. There is sentiment that student evaluations should be available to students as well as to faculty; there is a possibility students could devise their own evaluation system and post it on a web page available only to students.
2. SGA is interested in the possibility of one or two joint meetings of the Faculty Senate and the Student Government Association.
3. Students feel the need of improved communication between administrators of student teaching requirements and practica and academic departments. A calendar and a clarification of responsibilities would be helpful.
4. Students would appreciate it if faculty who know in advance that there will be cancellations of classes or lateness to class would notify students ahead of time, perhaps by e-mail, so that the students can make good use of the time.

The Executive Committee will discuss these matters at its next meeting.

The meeting was adjourned at 4:55 p.m.

Susan May

Items pending:

Request for establishment of time limits on appeals preliminary to Status Committee consideration. The Faculty Status Committee has completed this work and will present it for action at the General Faculty Meeting on March 27.

External Grants and Contracts policy. The ad hoc committee consisting of Larissa Smith, chair, Pat Barber, and Chrystyna Kosarchyn as circulated a revision of Longwood's policy and asks for feedback and ideas for revision before presenting it for action at the March Senate meeting. The committee proposal was circulated to the faculty on February 12.