COASTAL CAROLINA UNIVERSITY
FACULTY SENATE MINUTES
October 3, 2001
Wall Building, Room 317
4:00 – 4:55 PM


ABSENT: Carl Keller, Deny Bowman, Elsa Crites, Nelljean Rice, Jose Sanjines

APPROVAL OF September 5, 2001 MINUTES: A motion was made by Andy Hendrick to accept the minutes as mailed. The motion passed.

EXECUTIVE COMMITTEE REPORT: Chair Koesterer reported that due to scheduling conflicts for Greg Krippel, Koesterer has appointed Pete Hart to replace Krippel for the remainder of his term as secretary. Koesterer then told the senate that beginning with the October meeting, the agenda looks a little different. He said that instead of sending out entire packets of information on requests from the Colleges, submitted through the Academic Affairs Committee on non-controversial matters, the agenda will now show pertinent information. Anyone wishing to receive a copy of a particular request along with supporting documents should contact either Koesterer at e-mail roadkill@coastal.edu or Janet Straub at e-mail janet@coastal.edu. Another item on the agenda is ‘The Good of the Order’. Koesterer said this means simply that if you have anything you’d like to say at any of these meetings, at The Good of the Order, you may do so. It does not have to be a formal amendment, it means that anything that is brought up or is a concern to anybody can be discussed. Koesterer then announced that he had appointed Jack Riley to serve as Parliamentarian for the next two years. Koesterer asked that if a senator anticipates a move or any action that might call upon the Parliamentarian, it maybe helpful to let us know in advance. Koesterer said he feels having a Parliamentarian will assist in conducting the meetings in an orderly fashion.

In speaking to the Senate, Riley made the following points: 1. All business except for committee reports and announcements should be put in the form of a motion; 2. In any period of debate, always address the Chair; 3. The Chair should expedite business as quickly as possible; 4. To end debate, one moves or calls the previous question; and 5. There is not a motion as to remove from the agenda: The motion would be to table.

COMMITTEE REPORTS:

Academic Affairs submitted the following requests:
A motion was made by Joan Piroch to accept item numbers 1 – 7 from the College of Science.

1. Request for Addition or Change in Degree Program. Change in Required courses. Suggested change: CHEM 305, Marine Chemistry changed to MSCI 305, Marine Chemistry. Rationale for Change: To remove unnecessary cross-listing of courses.

2. Request for Addition or Change in Degree Program. Change in Required courses. Suggested change: CHEM 305L, Marine Chemistry Laboratory changed to MSCI 305L, Marine Chemistry Laboratory. Rational for Change: To remove unnecessary cross-listing of courses.

3. Request for Addition or Change in Degree Program. Change in Required courses. Suggested change: CHEM 401, Environmental Chemistry changed to MSCI 401, Environmental Chemistry. Rational for Change: To remove unnecessary cross-listing of courses.

4. Request for Addition or Change in Degree Program. Change in Required courses. Suggested change: CHEM 401L, Environmental Chemistry Laboratory changed to MSCI 401L, Environmental Chemistry Laboratory. Rational for Change: To remove unnecessary cross-listing of courses.
5. **Request for Addition or Change in Degree Program.** Change in Required courses. Suggested change: CHEM 402, Analytical and Field Methods in Environmental Chemistry changed to MSCI 402, Analytical and Field Methods in Environmental Chemistry. **Rational for Change:** To remove unnecessary cross-listing of courses.

6. **Request for Addition or Change in Degree Program.** Change in Required courses. Suggested change: CHEM 402L, Analytical and Field Methods in Environmental Chemistry Laboratory changed to MSCI 402L, Analytical and Field Methods in Environmental Chemistry Laboratory. **Rational for Change:** To remove unnecessary cross-listing of courses.

7. **Request for Addition or Change in Degree Program.** Change in Required courses. Suggested change: CHEM 403, Environmental Internships changed to MSCI 403, Environmental Internships. **Rational for Change:** To remove unnecessary cross-listing of courses.

The motion passed.

A motion was made by Joan Piroch to accept item numbers 8 & 9 from the College of Science.


9. **Request for Change in a Course.** MSCI 375L, Biology of Marine Mammals. **Change in Catalog description:** add, "Each student will be required to give an oral presentation." An oral presentation is required of all students in the class. The presentation is based on significant research by the student regarding a marine mammal topic and is graded based on both content and presentation technique. This change would add MSCI 375 to the list of courses available for SACS oral requirement credit.

The motion passed.

A motion was made by Joan Piroch to accept item number 10 from the College of Science.

10. **Request for Addition or Change in Minor.** Suggested change: add a Minor in Coastal Geology to the offerings at Coastal Carolina University. **Change Catalog description:** The curriculum in the coastal geology minor is designed to provide the student with a thorough education in geologic processes and features typical of coastal areas. The program provides rigorous education and practical field experience for students preparing for a career or graduate education in coastal geological studies.

Students interested in pursuing the Coastal Geology minor should consult with their major advisor and the coordinator of the geology minor to plan their program of study as early as possible. No more than four credits of GEOL 399 may be applied toward the minor. A student must earn a grade of C or above in all courses to be applied toward the minor in Coastal Geology.

The motion passed.

A motion was made by Joan Piroch to accept request 11 from the College of Science.

11. **Request for Addition of New Course.** Course: 331L, Methods in the Social Sciences Laboratory. **Rationale for new course:** The lecture component of SOC 331 introduces students to the predominant methodologies used by social scientists, including experiments, surveys, participant observation, and analysis using secondary data. A one-credit lab experience will be used to provide students with the experience of designing and executing studies using the predominant methodologies. In addition, emphasis will be given to writing style and format in the preparation of a required research proposal. Weekly lab meetings will also allow the instructor to allocate time for each student to orally present his or her proposal to class members and interested sociology majors and faculty.

The motion passed.

A motion was made by Richard Dame to accept the report from Michael Ruse, Chair, Faculty Welfare and Development Committee as follows:

The Faculty Welfare and Development Committee met with the Senior Administration on September 7, 2001 to discuss a proposal concerning the Professional Mini-grant Program awards for academic year 2001-2002. Due to the fiscal situation of the university and the scarcity of travel funds in the colleges, it was proposed that the committee make bulk...
awards of the funds to each of the colleges. The committee voted unanimously to recommend that for this year these
grant monies be awarded directly to the colleges and library using a proportional scale outlined by the senior
administration at the meeting. The form of the recommendation and its temporary nature were based upon the fact that
under our charge as stated in the Faculty Manual we have the obligation to forward recommendations on awards to the
Provost. Any permanent reallocation of the program funds to the colleges would require a modification of the
committee charge in the Faculty Manual

The Committee also agreed to take on the responsibility of making recommendations on the awarding of Academic
Enhancement Grants for academic year 2001-2002. They reviewed the memo containing the call for Academic
Enhancement Grant applications. The due date for grant applications is November 1, 2001 and the committee will
finalize its recommendations on November 12, 2001.

The Committee is also soliciting comments from the faculty concerning what type of development needs that they
have. We will be discussing how the university can best allocate its resources in order to maximize our development as
professionals. Please inform your colleagues.

The motion passed.

A motion was made by Gary Stegall to accept the request from Linda Hollandsworth, Director of Academic Advising
and Retention that the Faculty Senate approve a few minor changes as follows:

(1) That the present name of the Recruitment and Retention Committee be changed to “Retention” Committee; (2) That
the membership be reconstituted to include two representatives from each college, one representative from the library,
and two student representatives selected from the pool of peer mentors teaching in the Freshman Success Seminar
program; (3) That the ex-officio position of Vice President for Enrollment Services be deleted and the ex-officio
positions of Assistant Director of Academic Advising and Direction or Student Development be added. The motion
passed.

PROVOST AND OTHER ADMINISTRATIVE REPORTS: Dr. Horner addressed the Senate saying she has received
lots of feedback regarding faculty evaluations forms. Information that Coastal submits on our Performance Indicator
at the state level, assumes certain uniform questions across the University on Faculty Evaluation Forms, there MUST
be common core questions, Horner said. There can also be other questions that suit individual Colleges, individual
disciplines, and we will evaluate all of those. Horner said some of the deans have received feedback through the
department chairs, with specific proposals. Horner suggested each dean go to a specific, very small committee in their
College, and provide very specific suggestions, and once again try and work all this through, and bring it back to the
Senate. Horner hopes the new Faculty Evaluation Form can be implemented for the Spring 2002 semester. Koesterer,
in conversation with Horner, recommended forming a senate ad hoc committee to set the common core questions, and
that Colleges or individual departments can tailor a portion of the evaluation form.

A motion was made by Jill Sessoms to set a Senate Ad Hoc Committee to review the Faculty Evaluation form. The
motion passed.

Susan Libes suggested that we have at least one test of the instrument before it is put in place. Horner agreed that was
an excellent suggestion.

A motion was made by Gary Stegall that the ad hoc committee consist of two members from each College. The motion
passed.

A motion was made by Dave Evans that the ad hoc committee report to the senate at the November 2001 meeting. The
motion passed.

OLD BUSINESS: None

OTHER: None

ANNOUNCEMENTS: None

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GOOD OF THE ORDER: Dan Ennis reported that Kathryn Hilgenkamp-Rodgers is now the Chair of the Campus Services Committee.

Dave Evans said one issue of his original resolution presented as an agenda item for the September 5, 2001 meeting regarding the appointing the Executive Vice President/Interim Provost has become a mute point. Evans asked the Senate to think about the following, "I challenge you to think of any institution you have been a member of or have known about where those two positions were separate and you questioned it."

Evans said on the other issue of that resolution, he thinks is very important, is the way the President went about making this appointment. Is it against the intent if not the letter of the Faculty Handbook. Evans said he thinks if it is interpreted by a rational person who understands the meaning of the English language, that he (the President) did not consult with faculty on this appointment as stated in Section 4, Page 1, that reads, "The faculty will be consulted on any election or appointment of the office of President, Provost, and other administrative positions reporting directly to the President or the Provost." Evans said also Section D regarding the Faculty Senate states "... the Faculty Senate will replace the faculty in the routine execution of these powers." The Faculty Senate was the obvious body to be consulted on this appointment, and we were not. As a result of this, Evans made a motion to appoint an ad hoc committee to examine the language of this specific section.

Evans said in reference to Section IV. Faculty Organization of the Faculty Handbook, he is not happy with the number of committees not meeting, nor with the number of committees who don't have Chairs. He is not happy with any committee who does not meet four times a year as specifically pointed out in the Handbook. Evans would like to see a committee take a look at the language used for all these committees, and open up their purviews.

Evans then made the motion that an ad hoc committee (three members) be appointed to evaluate the language deciding how the President is suppose to delegate the duties in the first couple pages of the Faculty Handbook, and either another committee or the same committee to take a look at the actual committee assignments, better define their purviews.

The question was asked if a senate committee can look at their own description and change/revise their mission.

A change of committee duties would also change the Faculty Manual.

Michael Ruse said he feels the manual is clear, that the use of 'the faculty' is a constitutional term in here, that the faculty will be consulted on any election or appointment to the office of President, Provost, and other administrative positions.

Philip Schneider made a motion to amend Evans's motion by deleting the second part, and asking the Chair of the Senate to charge each committee with reviewing the duties of that committee. The motion passed.

Evans's motion to appoint an ad hoc committee to examine the language of this specific section passed.

ADJOURNMENT: The meeting adjourned at 4:55 PM.

Respectfully submitted,

[Signature]

Bettie Hart
Faculty Senate Secretary

Janet Straub
Faculty Senate Recorder