Before calling the meeting to order, Keshav Jagannathan, Chair, made a motion to suspend the rules regarding the agenda for this meeting so that the meeting could proceed without the agenda being sent out seven days prior to the meeting. (moved by Ken Small and seconded by Brian Bunton)

Motion passed (38/yes – 0/no)


SUBSTITUTIONS: Janice Black for Janis Chesson, Robert Burney for Tom Secrest, Sandy Wilson for Cathy Jones, Patti Edwards for Deb Breede, Lawrence Kent for Cynthia Port, Steven Gross for Amy Tully, Bill King for Sara Brallier, and Allison Faix for Joshua Vossler

ABSENT: Dennis Edwards, Terri Sinclair, and Dan Abel

APPROVAL OF MINUTES: September 7, 2011 minutes were approved. (moved by Yoav Wachsman and seconded by Megan McIlreavy)

CONSENT AGENDA: all items on the consent agenda passed.

PROVOST AND OTHER ADMINISTRATIVE REPORTS:

Provost Sheehan:

- The College of Education has completed their NCATE accreditation successfully and the official report should be ready in a few weeks.
- The Faculty Manual revisions, as they relate to the Promotion and Tenure process that have been voted on by the faculty in the past few months, will be taken to the Board of Trustees meeting this month for approval.
- Dr. Sheehan extended his appreciation to each of the colleges for producing its elaborations for articulating in an operational way what is meant by “sustained” and “outstanding.” He is looking forward to a healthy P&T season.
EXECUTIVE COMMITTEE REPORT:

Keshav Jagannathan, Chair, presented the Executive Committee Report.

- The following Administrative Actions were received without stipulations.

AA 01: All items from the Consent Agenda.
AA 02: The Research Misconduct Policy with amendment was approved.

- Results of the full faculty vote for the revisions to the Faculty Manual concerning the Promotion and Tenure section were reported in detail.

The Senate was notified that the following Statement of Correction and relevant minutes and agenda were corrected:

- COMM 370: Organizational Communication Simulation was added to the 2010-2011 Catalog Addendum incorrectly. According to AA-17 2009-2010, the correct course number is COMM 374. It was approved by Academic Affairs on January 8, 2010 and the Faculty Senate on February 5, 2010. COMM 370 was replaced with COMM 374 in the 2011-2012 Undergraduate Catalog.

COMMITTEE REPORTS:

None

OLD BUSINESS:

A Statement of Correction for the following courses was done and submitted to the Faculty Senate for approval:

- HPRO 401: Issues in Health Services and Public Health Practices, HPRO 403: Leadership in Health Professionals, and HPRO 420: Health Policy was approved January 8, 2010 by Academic Affairs PENDING the addition of course objectives to the course syllabi. The syllabi were not submitted with course objectives but the courses were entered into the 2010-2011 catalog without the approval of the Faculty Senate. The syllabi, with the course objectives, have been received and the courses have remained in the 2011-2012 Undergraduate Catalog.

1. Motion to approve HPRO 401, HPRO 403, and HPRO 420 as new undergraduate courses (moved and seconded out of Executive Committee):

Sherer Royce made a friendly amendment to change the title of HPRO 403 to Leadership in the Health Professions to match what was on the syllabus and in the current catalog. It was approved by Jim Solazzo, Chair of Academic Affairs.
Department of Health Promotion

a. HPRO 401  Issues in Health Services and Public Health Practices
Proposal for a new undergraduate course

Number of credits: 3  Prerequisites: Junior Standing  Corequisites: None  Course restrictions: None.
This course may be used as an elective or cognate course.
Proposed catalog description: HPRO 401 Issues in Health Services and Public Health Practices. (3)  (Prereq: Junior standing) This course explores contemporary issues in health services delivery and public health practices for eliminating health disparities and improving population health in the United States. Course content will be framed around the determinants of health and will be germane to trends in today’s society. S.
Justification: This course is one of four proposed HPRO courses which will be part of a proposal for a Health Services Leadership option for Health Promotion majors. Due to interest in health services-related courses from students in other majors, we are not placing HPRO prerequisites on enrollment so that students in other majors may also enroll in these courses. Career growth has been documented in this area - 7 of the 20 fastest growing occupations in the United States are health related. Over the next eight years, it is estimated there will be: 26 percent increase in health education positions, 16 percent increase in medical and health management positions, and 21 percent increase in health services.
Impact on existing academic programs: Will be taught once a year. Semesters offered: Spring

b. HPRO 403  Leadership in Health Professions
Proposal for a new undergraduate course

Number of credits: 3  Prerequisites: Junior standing  Corequisites: None  Course restrictions: None.
This course may be used as an elective or cognate course.
Proposed catalog description: HPRO 403 Leadership in Health Professionals. (3) (Prereq: Junior standing) To introduce students to leadership theories and research, provide a context for leadership in public health, and help students learn core leadership skills. Assessments will focus on helping students understand their own and others’ leadership styles. Content areas will include leadership theory, personal leadership, leadership in organizations, leadership in communities, and leadership in research. Emphasis will be placed on the application of the course material to real life public health problems and issues in the development of public health careers.
Impact on existing academic programs: Will be taught once a year. This should not impact other course offerings.

c. HPRO 420  Health Policy
Proposal for a new undergraduate course

Number of credits: 3  Prerequisites: Junior standing  Corequisites: None  Course restrictions: None.
This course may be used as an elective or cognate course.
Proposed catalog description: HPRO 420 Health Policy. (3) (Prereq: Junior standing) This course will provide an overview of health policy issues and policy making in the United States. Reports indicate that health problems are heavily influenced by societal policies and environments that in some way either sustain the behaviors and practices that contribute to the problem or fail to foster healthier choices that could prevent the problem. Therefore, this course will provide insight and political competencies needed to analyze the public policy environment for changing policies, systems, and built environments. The course will examine contemporary health policy issues and consider reform options and new directions.
Impact on existing academic programs: Will be offered once a year. Should not impact other HPRO course offerings.

Note: The syllabus for HPRO 420 that was included as an attachment contained an editorial mistake and should have the prerequisite listed as Junior standing.

Motion with the “friendly” amendment passed with the majority vote.

NEW BUSINESS:

1. **Motion is requested to establish Distance Learning as a Regular (standing) Faculty Committee** (moved and seconded out of Executive Committee):

   Last year an *ad hoc* Distance Learning Committee was established to develop policies and procedures for distance learning at Coastal Carolina University. One of the recommendations from this committee was to establish a Regular (standing) Faculty Committee for Distance Learning.

   **Membership:**

   Nine to eleven faculty (two elected from each College and one [the Distance Learning Librarian] appointed from the library and Ex-Officio: the Dean of Library Services (with voting rights). The Chair will be elected from among the voting members. Members will serve a three-year term.

   *For the first year, membership of the committee will consist of members of the current ad hoc Distance Learning Committee who will roll over to either one or three year terms determined by the committee. For colleges that may not be represented, additional members will be elected from the colleges to serve either one or three-year terms.*

   **Purpose:**

   This committee oversees and makes recommendations for all distance learning courses and programs to ensure quality and consistency throughout all distance learning initiatives. The committee will recommend appropriate resources, including technology, services, and training programs, that will support distance learning. The committee will periodically review the distance learning policies and procedures and make appropriate changes to these policies.

   **A motion was made to postpone the current motion to establish Distance Learning as a Regular (standing) Faculty Committee until the November 2, 2011 Faculty Senate meeting** (moved by Michael Ruse and seconded by Richard Johnson):

   **Motion passed with the majority vote.**

2. **Motion to allow the QEP Steering Committee the authority to designate existing courses as EL (Experiential Learning) through July 2012** (moved and seconded out of Academic Affairs):

   A report was given to the Academic Affairs committee regarding the QEP, the progress made by the Steering Committee during the summer, and what steps need to be taken next. The Steering Committee
is almost ready to send their preliminary report to CHE; however, specific examples of EL (Experiential Learning) courses are required. At this time, no courses are designated EL. Due to the SACS timeline, this needs to occur by November, 2011.

The Academic Affairs Committee granted the QEP Steering Committee authority to forward existing courses as EL courses and to send them directly to the Faculty Senate until July 2012.

An amendment was made changing some language in the motion for clarification of who would be designating and approving the existing courses as EL. The motion as amended will read: Motion to allow the QEP Steering Committee the authority to forward existing courses as EL (Experiential Learning) through July 2012 that have been approved by the appropriate department and Dean directly to the Senate for approval (moved by Michael Ruse and seconded by David Evans):

Motion with the amendment passed unanimously.

3. Motion to edit references to “agenda” in the Faculty Manual and Senate bylaws by replacing such references with the term, “order of business” throughout those documents as appropriate (made by Holley Tankersley and seconded by Michael Ruse):

Justification: A formal agenda must be adopted at the beginning of each meeting. Subsequent changes (additions, removals, etc.) to that agenda must be approved by a 2/3 majority vote. An “order of business” provides the information about what will take place at the meeting, but need not be adopted by the body and can be changed at will during the meeting. Changing the language will bring us into line with Robert’s Rules of Order without placing onerous restrictions on the Senate’s operations. The Faculty Manual should still require that the order of business be sent out at least seven days prior to the Faculty Senate meeting.

Motion passed unanimously.

QUASI COMMITTEE OF THE WHOLE:

At the previous Town Hall meeting, the President reported that the retention rates at Coastal have dropped from 72 to 63 percent in the past few years. The Senate held a discussion on ideas of how to increase the retention rate. The University-Wide Retention Committee has been discussing this issue for three years and their recommendation to hire a consulting firm has been approved by the Administration.

Keshav, the Chair, emphasized that this topic would be discussed further in the upcoming year. He asked that any suggestions concerning retention be sent to senchair@coastal.edu and he will forward them to the University-Wide Retention Committee.

OTHER:

A list of members that will be serving on the Executive Committee for the Child Development Center was requested. If available, it will be provided at the November meeting.
ANNOUNCEMENTS:

There are two additional faculty forums for the QEP scheduled for October 11th (10 a.m. - 11 a.m.) in the Wall Auditorium and October 13th (3 p.m. - 4 p.m.) in the Edwards Recital Hall.

Michael Ruse asked the senators to please pay special attention to emails received from the QEP Director. These emails are to keep everyone informed concerning QEP.

GOOD OF THE ORDER:

None

ADJOURNMENT:

The meeting was adjourned at 5:49 p.m.

Respectfully submitted,

Approved by Dodi Hodges, Secretary

Monica Streicher, Faculty Senate Recorder