

## **Minutes of Regular Meeting, Faculty Senate, February 22, 2016, 11:01 a.m.**

Members: Randall Gooden, Celeste Walley-Jean, Kathryn Pratt Russell, Barbara Musolf, Gail Barnes, John Mascaritolo, Reza Kheirandish, Craig Hill, Laura Herndon, Adam Kubik, Chris Pitsikoulis, Marcy Butler, Junfeng Qu, Catherine Matos, Debra Cody, Charlotte Swint  
Non-Members : Tim Hynes, Kevin Demmitt, Patricia Todebush, Mara Mooney

### I. Reading and Approval of the Minutes

A. The minutes of the February 8 regular meeting were approved by unanimous consent.

### II. Reports of President, Provost and Standing Committees

#### A. President's Report

President Hynes elaborated upon his written report, which was given to the senate beforehand. His section on "Legislative Activity" is included here. "The house version of the FY 2017 budget did not include funds for the construction of the academic core infrastructure. We will be working this week with members of the state senate in an effort to include at least partial support for the project. Competition for bond dollars from increases in transportation activities has made funding challenging. The Bill did include a 3% average salary increase for state employees, including USG faculty and staff. Campus carry legislation is likely to pass the Georgia House this week. It remains uncertain what success advocates will have in the senate. Religious freedom legislation has passed the senate in a form different from that already passed in the House (House version, pastor protection, was limited to protections against compelled ceremonies in churches against the religious beliefs of the church—a settled part of law with long time acceptance of Catholic refusal to perform marriages for legally divorced citizens. Relevant to USG, insofar as there is reason to believe that passage of the Senate version would have economic consequences for the Metro area and thus the state. The House has also filed a constitutional amendment limiting tuition increases at USG institutions to the level of prior year inflation. It will take a state referendum to be enacted even if it passes the House and the Senate." Dr. Hynes also reported on Strategic Planning, the Planning and Budget Advisory Committee, and the Fair Labor Standards Act. He noted that the Athletic Hall of Fame has recognized Dr. Harry Downs for his initiation of university athletics. Three former Clayton State athletes were also honored.

#### B. Provost's Report

Provost Demmitt reported that he has consulted students and others and has compiled a list of improvements for a revised class for CSU 1022. Some of these include the desire for tenure-track faculty to be more involved, the wish for more introduction of different majors to students, more introduction of study skills, and more financial aid education. He gave examples of the requests that different academic departments submitted for specific enrichment of CSU 1022. In terms of student engagement activities and service learning, one idea involves the development of PACE activities for a specific course section, or an option to join Natasha Hudson in the larger PACE projects that are planned. Another addition could be a career inventory, or shadowing of professionals, or similar activities. The

course will be a one-hour, not two-hour a week course. Dr. Demmitt will share the entire plan with the deans this week and have them share it with their colleges. Next year will see the introduction of the pilot course, in CSU 1000.

C. Undergraduate Curriculum Committee Report

Dr. Catherine Matos shared the details of the latest UCC meeting. Jill Lane from Academic Affairs brought forward changes in the catalog being made because the material being changed was not required to be in the catalog by the Board of Regents. CORE areas were moved into a different part of the catalog because of the need to have the material organized the way it is in Degreeworks (the digital advising program). The Middle Grades Education program made some changes that will allow them to use a course in Area F. There was a second reading of the School of Business proposal to change pre-requisites. The UCC voted to accept the new course AFAM 3300 (the first visual culture class in AFAM Studies). The UCC approved a change that allows a new statistics course in the Physics minor. The UCC accepted a joint proposal from the College of A&S and CIMS—an Area A.2 and D.2 proposal to create a second area A.2 to limit choices for science majors to math and science courses. There will be a senate vote on this proposal at the next senate meeting. In discussion, Dr. Gooden mentioned that Fall 2016 catalog inclusion requires senate approvals by May, so the senate should target April 25<sup>th</sup> meeting for the final approvals.

III. Reports of Special Committees

IV. Special Orders

V. Unfinished Business and General Orders

A. Motion to Approve Legal Studies Program Modifications, As Approved by the Undergraduate Curriculum Committee on January 15, 2016. Dr. Mooney explained that the changes were made to make the minor more accessible to non-majors. The motion passed with 12 in favor, 1 against the motion, and 2 abstentions.

B. Motion to Approve Chemistry Course Prerequisite Changes, As Approved by the Undergraduate Curriculum Committee on January 15, 2016. Dr. Musolf moved to approve. Dr. Walley-Jean seconded. Dr. Todebush explained the rationale behind the changes. The vote was unanimous for approval of the motion.

VI. New Business

A. IT Concerns. Representatives from CID and/or Marketing will come to the senate to discuss technology concerns. Dr. Gooden asked the senate to make note of specific issues so that there will be concrete examples of concerns for both of these representatives.

B. Possible Senate retreat in the Fall. Several members supported this idea as a good one.

VII. Adjournment. Dr. Butler moved to adjourn, Dr. Musolf seconded, and the meeting was adjourned at 11:52 a.m.

## Appendix

### V. A. Motion to Approve Legal Studies Program Modifications, As Approved by the Undergraduate Curriculum Committee on January 15, 2016

#### MEMORANDUM

**TO:** UCC

**FROM:** Dept. of Social Sciences

**RE:** Legal Studies Program Modifications

**DATE:** September 15, 2015

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While performing an internal audit of our Legal Studies program, we discovered the need to update prerequisites for certain courses. We are also submitting this proposal to create a new major code (LGST) for our 4000-level courses and to make several other catalog changes.

#### Modification of PARA 1101 Prerequisite for Certain Courses

A minimum grade of C in PARA 1101 Introduction to Law & Ethics is intended as a required prerequisite for all program courses. Two courses need to be fixed to bring them into alignment with the rest of the program. In addition, to accommodate students in the proposed Pre-Law Minor, we need to expand the prerequisites for PARA 2205 Legal Research & Writing.

<u>Course</u>	<u>Current Prerequisite(s)</u>	<u>Proposed New Prerequisite(s)</u>
PARA 2223 Wills, Trusts and Probate Law	PARA 1101 with a min grade of <u>D</u> , and PARA 2203, PARA 2205 and PARA 2209 with min grades of D	PARA 1101 with a min grade of <u>C</u> , and PARA 2203, PARA 2205 and PARA 2209 with min grades of D
PARA 2225 Family Law	PARA 1101 with a min grade of	PARA 1101 with a min grade of <u>C</u> ,

	<u>D</u> , and PARA 2203, PARA 2205 and PARA 2209 with min grades of D	and PARA 2203, PARA 2205 and PARA 2209 with min grades of D
PARA 2205 Legal Research & Writing	PARA 1101 with a min grade of C	PARA 1101 with a min grade of C <u>or CRJU 1150 with a min grade of D or POLS 2101 with a min grade of D</u>

### Creation of LGST prefix

In order to more accurately reflect the nature of work being performed in our 4000-level courses, we propose to create a major code (LGST) that moves away from the more applied PARA prefix. As Legal Studies majors continue to pursue law school and other graduate schools, we also think it is a disservice to them if we only have PARA prefixes on their academic transcripts when they are, in fact, performing high order work, such as legal theory, advanced legal research and writing, and complex case analysis. We have already discussed this proposal with Becky Gmeiner and received her support.

### Modification of Prefix and Course Names for 4000-level Courses in the Legal Studies Major

We propose updating the prefix of our 4000-level courses and revising some names:

<u>Current Course Prefix/Name</u>	<u>Proposed New Course Prefix/Name</u>
PARA 4020 - Advanced Civil Litigation	<u>LGST</u> 4020 - Advanced Civil Litigation
PARA 4030 - Advanced Legal Research	<u>LGST</u> 4030 - Advanced Legal Research <u>and Writing</u>
PARA 4098 - Paralegal Practicum	<u>LGST</u> 4098 – <u>Legal Studies</u> Practicum
PARA 4850 - Paralegal Capstone Course	<u>LGST</u> 4850 – <u>Legal Studies</u> Capstone

(Note to curriculum committee: In a separate Selected Topics memo, we are also proposing to create a new course, LGST 4800 Selected Topics in Legal Studies)

In addition, we propose prerequisite changes as follows:

<u>Course</u>	<u>Current Prerequisite(s)</u>	<u>Proposed New Prerequisite(s)</u>
PARA 4030 Advanced Legal Research <b>(which will become LGST 4030 Advanced Legal Research and Writing)</b>	PARA 1101 with a min grade of C, and PARA 2203, PARA 2205 and PARA 2209 with min grades of D, and ENGL 1101 and ENGL 1102 with min grades of <u>D</u>	PARA 2205 with a min grade of D, and <b>(<u>PARA 1101 with min grade of C or POLS 2101 with a min grade of D or CRJU 1150 with a min grade of D</u>)</b> , and ENGL 1101 and ENGL 1102 with min grades of <u>C</u>
PARA 4098 Paralegal Practicum <b>(which will become LGST 4098 Legal Studies Practicum)</b>	PARA 4020 <b>and</b> PARA 4030 with min grades of D, and Approval of the Paralegal Studies program coordinator and the Office of Experiential Learning	PARA 4020 ( <b>LGST 4020</b> ) <b>or</b> PARA 4030 ( <b>LGST 4030</b> ) with min grade of D, and <b>Approval of Program Coordinator</b>
PARA 4850 Paralegal Capstone Course <b>(which will become LGST 4850 Legal Studies Capstone)</b>	PARA 4020 <b>and</b> PARA 4030 with min grades of D	PARA 4020 ( <b>LGST 4020</b> ) <b>or</b> PARA 4030 ( <b>LGST 4030</b> ) with min grade of D

The prerequisite of 4020 **and** 4030 in 4098 and 4850 is problematic for students and faculty from a practical standpoint, since each 4000-level course is only offered once/year and the rotations don't always line up for students. Therefore, a student who has taken either 4020 or 4030 should be permitted to enroll in 4098 and 4850, and as a result, we currently have to perform manual overrides to register these students.

### **Modification of Course Descriptions**

The course descriptions for the following courses should be revised accordingly to more accurately reflect content (a comparison of the original description with the proposed update is contained in the banner action form for each course):

#### *LGST 4020 Advanced Civil Litigation*

This course builds upon litigation skills acquired in other courses by allowing students to actively participate in the preparation necessary for trial with an emphasis on complex litigation.

*LGST 4030 Advanced Legal Research & Writing*

This hands-on course will allow students to use the skills acquired in lower division coursework to prepare and review more sophisticated and complex legal documents. Special emphasis will be placed on the process of analyzing legal documents. Students will gain additional expertise in electronic legal and factual research. The course culminates with the preparation of a research paper by the student on a topic chosen by the student and instructor. This course requires extensive out-of-class research time.

*LGST 4098 Legal Studies Practicum*

Constitutes an independent (individual or small group) internship which will allow students to simultaneously experience the "real-world" application of law and to apply legal methodology, research, and analysis to actual law office or law-related applications. The student will prepare and submit a significant law-related paper and/or project. Requires approval of the Program Coordinator.

*LGST 4850 Legal Studies Capstone*

This course will provide an opportunity for students to review the major legal concepts taught in the Legal Studies program. It will allow students to see how these different legal practices and theories coalesce into a single legal system.

In addition, minor course description edits (in the BAFs) and the addition of an undergraduate classification code are proposed for the following courses to make the descriptions consistent with information contained in the academic catalog:

**Minor course description edits:**

PARA 1101	Introduction to Law and Ethics
PARA 2207	Criminal Litigation
PARA 2209	Business Organizations
PARA 2211	Computers in the Law
PARA 2213	Real Estate Law
PARA 2231	Administrative Law
PARA 2235	Law Office Skills

**Other Catalog Changes**

**a. *B.S. degree in Legal Studies – revisions to Upper Division Required Courses***

We updated the LGST prefixes and made revisions to other courses to account for changes in other programs. We also added ENGL 3210 and ENGL 3220.

**b. *B.S. degree in Legal Studies - revisions to Upper Division Electives***

We propose moving away from a comprehensive list of Upper Division Electives toward a prefix model. This will allow students greater flexibility in course schedule planning and reduce the number of course substitutions that are needed. We also added AFAM, FREN, HSEM, LGST, SOSC, SPAN, STAB, and WST to the list of allowable prefixes.

**c. *Minor in Legal Studies (being changed to Minor in Pre-Law)***

In a separate memo, we propose to revise the name and some content of the minor to make it more accessible to students in other majors, such as ENGL, POLS, and CRJU.

**d. *A.A.S. degree in Paralegal Studies***

We propose to re-order the list of courses under the Core Curriculum to be consistent with the order of the areas of the core. We are not making any substantive changes.

**Revised Catalog Pages with Track Changes - Included**

**V. B. Motion to Approve Chemistry Course Prerequisite Changes, As Approved by the Undergraduate Curriculum Committee on January 15, 2016**

- There have been noted inconsistencies with Chemistry and Physics pre-reqs and therefore, clean-up is needed. Example, Banner allows students to register for courses such as 1212 and 2412 (that should build on one another) at the same time. Proposal is to change the pre-reqs in CHEM 1212L and 2412L to include CHEM 1211L (for 1212L) and CHEM2411L (for 2412L) as pre-reqs. This will prevent students from enrolling in the second lab in the sequence before passing the first lab in the sequence. This mainly affects transfer students.

