

Faculty Senate Meeting
Thursday, March 12, 2015
Library Rooms 209 A&B

Dr. Lehr called the meeting to order at 3:30. The following members were present:

Dr. Jennifer Apperson	Ms. Hannah Fielder	Dr. Kenneth Perkins
Dr. Ayse Balas	Dr. Jacqueline Hall	Dr. Tim Pierson
Dr. Rhonda Brock-Servais	Mr. Jeff Halliday	Dr. Sarah Porter
Dr. Stephanie Buchert	Dr. David Hardin	Dr. Chris Register
Dr. David Buckalew	Dr. David Lehr	Dr. Sean Ruday
Dr. Phillip Cantrell	Dr. Susan Lynch	Dr. Leah Shilling-Traina
Dr. Mary Carver	Dr. Brett Martz	Dr. Chris Swanson
Dr. Audrey Church	Dr. Jake Milne	Dr. Meg Thompson
Ms. Cynthia Crews	Dr. Kelly Nelson	Dr. Larissa Tracy

Those not present were Dr. Paul Barrett, Dr. Paul Chapman, Mr. Ken Copeland, Dr. Kevin Doyle, Dr. Alix Fink, Joseph T. Gills, Mrs. Amanda Hartman McLellan, Dr. Sara Miller, Dr. Claire Mowling, Dr. Kristen Nugent, Dr. Suzy Palmer, Dr. Jeannine Perry.

Also present were Dr. Bill Abrams, Ms. Joanna Baker, Ms. Kathy Charleston, Ms. Jen Fraley, Dr. Catherine Franssen, Dr. Jennifer Green, Ms. Jaime Hillman, Ms. Virginia Kinman, Ms. Dot Lockaby, Ms. Sharon Perutelli, Ms. Jenny Quarles, Dr. David Shoenthal, Dr. Robin Smith, Dr. Charles White.

The minutes from the previous meeting were approved.

Dr. Lehr called on Jen Fraley to speak about Title IX /Clery Compliance language to be used in course syllabi. Jen discussed that she had been approached by a variety of faculty last fall semester asking about language they could use in course syllabi to help reinforce to students that faculty have an obligation to report incidents that fall under the guidelines of Title IX/Clery Compliance. She composed a statement, met with her Title IX and Clery Compliance Teams and all were in agreement with it. The statement will be available online. Dr. Lehr encouraged all senators to share the information with faculty in their academic departments.

For EPC, Dr. Abrams moved approval of submitting all four concentrations of the Masters of English Program to storage. The motion **passed**. He moved approval of a change to the FPPM, Section II., Item B: Syllabus/Office Hours, Bibliography (references required of all students; other references) to remove "other references". The change establishes that only references required of all students must be listed in the bibliography. If no references are required of all students, no bibliography is required. The motion **passed**. He moved to approve the proposal for a new interdisciplinary minor in Neuro Studies. The motion **passed**. He moved approval to submit the M.S. in Education/Music Concentration to storage. The motion **passed**. He moved approval of the change in grade point average requirements for admittance to the Teacher Preparation Program to ensure that the average grade point average of accepted candidates meets or exceeds the grade point average requirements of the Council for the Accreditation of Educator Preparation. The proposed change moves the requirement from an individual gpa of at least 2.5 to a cohort average of at least 3.0. The motion **passed**.

Dr. Lehr called on Dr. White to report on the Finance and Planning Committee. The report included a budget update from Emily O'Brion and update on the UPC. A University wide budget forum has been scheduled for April 2. Senators are asked to attend and encourage colleagues to attend as well. Members of the finance and planning committee have asked department chairs to give them a few minutes at upcoming department meetings to seek comments or concerns regarding finance and planning issues. The committee will report back once the findings from those meetings have been summarized.

Dr. Lehr called on Dr. Shoenthal to give an overview of the proposal from the Dean's Search Committee to revise Section III. D. Procedure for the Appointment of College Deans. The committee found some outdated and/or unstated steps in the policy and feels it is essential to offer their counsel to the PVPAA as part of her/his decision-making process. All proposed changes **passed**.

Dr. Lehr reviewed the Senate Executive Committee proposal to revise the recent change to the Undergraduate Graduation Policy to remove approval of the department chair from the policy regarding who can participate in the graduation ceremony. The revised statement will read, "Those students who have seven (7) credit hours or fewer or one course remaining to complete their degree must also receive approval from the registrar in order to participate in the graduation ceremony." It was noted that the Academic Chairs Council voted in support of removing department chairs' approval from the policy. The proposed change **passed**.

Dr. Lehr reviewed the proposal from Graduate Council to revise the Graduate Graduation Policy regarding who can participate in the graduation ceremony. The revised policy would be make it possible for graduate level students who have minimal requirements remaining to participate in the ceremony with their peers. The proposed change states, "Students who are in good academic standing with the university, have three (3) or fewer academic credits or one course remaining for the completion of their degree, and have enrolled in the courses required for graduation for the subsequent summer and/or fall semesters, and have received approval from the graduate coordinator of their program and the registrar shall be permitted to participate in the graduation ceremony." Jackie Hall suggested deleting the comma after "completion of their degree,". The proposal, as amended, **passed**.

Dr. Lehr recognized Jaime Hillman, Manager, Longwood University Bookstore. Jaime is requesting a list of email addresses for all faculty to load into the Faculty Enlight system the bookstore uses for textbook adoptions. Jaime explained that the bookstore is currently working on a link between Canvas and the Faculty Enlight system that will create a seamless process and they would like all faculty to use the Enlight system to submit textbook adoptions. Dr. Lehr asked if the bookstore needs an actual list of email addresses or if the goal is to get all faculty enrolled in the Enlight system. Jaime agreed that the goal is to get faculty enrolled in the system.

Dr. Lehr opened discussion on the use of Canvas across campus and shared that the Senate Executive Committee compiled data on Canvas usage finding that about ¼ of courses were not published in Canvas. Discussion included that students appreciate being able to access syllabi electronically and most students appreciate the consistency of Canvas. Longwood has Canvas as a resource and its use needs to be encouraged campus wide. It was suggested that faculty not using Canvas be provided information about Canvas and using it to publish their syllabi electronically. Senate will continue to discuss this and come up with ways to encourage Canvas usage.

Under New Business, Dr. Tracey announced the Ninth Annual Undergraduate Medieval Conference being held March 27-28.

Recognizing and thanking the Bookstore for providing snacks, Dr. Lehr adjourned the meeting at 5:00 p.m.

Respectfully submitted

Sharon Perutelli