FLOYD JUNIOR COLLEGE

FACULTY MINUTES

The faculty met at 12:10 PM in Towerview I on April 29, 1987. Those recorded as present were: McCorkle, Walraven, Boyd, Berry, Billingsley, Borchardt, A. Bowers, Browder, Burns, Cheadle, J. Cook, Dillard, Gaylor, Green, Hays, Johnson, Johnston, Kemper, Kerr, McKeel, Mayson, Moshier, Nolen, Nora, Pullen, Shelton, Singleton, Sims, Starnes, Strucher, Trimble, Whitlow, and S. Whitworth.

Dr. McCorkle reminded those present of the Southern Association team to arrive on campus Monday morning, May 4th. The team will remain in our environs until late in the morning of Wednesday, May 6th. At that time a truth and consequences session is scheduled for Towerview I. The visitors will talk and the hosts (FJC faculty and administration) will listen. The hosts will be given the opportunity to reply in writing later. That, commented Dr. McCorkle, will be the real long-range plan. Dr. McCorkle reminded the faculty that Dr. Lawrence Tyree, chairman of the SACS team, has recently been named chairman of the board of directors of the American Association of Community and Junior Colleges.

Dr. Hays, chairman of FJC's Self-Study Committee, reported that five copies of the Self Study are on reserve in the FJC Library.

Mr. Green reminded the faculty of the Legislative Session, sponsored by the local chapter of the AAUP, to be held in Towerview I tomorrow, April 30th. The faculty were urged to attend.

Dean Walraven reported that proposed new entrance requirements for career course students were discussed at a recent meeting of University System Deans. The requirements, yet to be approved, will provide more flexibility. Transfer students, for example, would be the only students required to take the Regents' test.
Dr. James Cook reported that the Academic Committee on History of the University System of Georgia has discussed and will discuss again a proposed change in the grading system now used throughout the System. The issue is to reinstate plusses on grades. Dr. Cook reported that he had discussed the matter in the FJC Social Science Division where there was virtually no support at all for the idea. Dr. Walraven believed that past opposition to retaining the plus system lay in the mechanics of implementation as units of the System became computerized. Dr. Dillard, thinking universally, asked why not reinstate the minus if we are going to reinstate the plus? Mr. Cheadle reported that in his experience a decimal type grading system produced grade inflation (probably Mr. Cheadle's). The faculty, in an informal show of hands, supported the suggestion that the University System appoint a Special Committee to study its grading system in detail.

A successful Shelton motion carried, approving the Faculty minutes of March 2nd and March 17th, the Executive Committee's approval of the proposed calendar for 1987-88, the Admission and Academic Placement Committee minutes of April 13, 1987; the Academic Progress Committee minutes of March 25th and March 30, 1987; the Library Committee minutes of March 9, 1987; and the Curriculum Committee minutes of March 19th. The latter, in their turn, approved:

b. Revamped military science courses.
c. A snow skiing course change and an addition: Change existing PED 164 to Beginning Snow Skiing; and add PED 165, Intermediate Snow Skiing.
d. Computer course changes: Change BIS to CS 101; and change BIS 204 to BIS 205.
e. Two courses designed for nursing students who wish to transfer to Jacksonville State University--BIO 290 and CHE 251.
f. Minor changes (number and/or title) in previously approved accounting courses.
g. BIO 280 (this on April 10th), another course designed for nursing students who wish to transfer to Jacksonville State University.
h. Miscellaneous student substitution petitions.
Dr. McCorkle urged all faculty members to show up for and cooperate with the Science Olympiad program on Saturday.

A successful Borchardt motion approved the list of students scheduled for graduation on Saturday, June 6th with the proviso that these students must meet graduation requirements. There were no dissenters.

Adjournment came at 12:56 PM.

Respectfully submitted,

[Signature]

Hubert H. Whitlow
Secretary to the Faculty
FLOYD COLLEGE
FACULTY MEETING
MINUTES

The Faculty met at high noon on Wednesday, July 29, 1987, in Tower View I. Present were McCorkle, Walraven, Boyd, Berry, Billingsly, A. Bowers, Callan, Cassity, Cheadle, D. Cook, J. Cook, Davis, Dillard, Hays, Johnson, McCoy, McKeel, Mott, Nora, Pound, Pullen, Sharp, Sims, Singleton, Starnes, Trimble, S. Whitworth, Whitlow, and Wright.

Dr. McCorkle opened the meeting by announcing new challenges to the College. The first challenge is to embrace a new name. Effective July 1, 1988, FJC will become Floyd College. This name change results from action by the Board of Regents that eliminates the word "Junior" from the titles of all two-year units of the University System of Georgia. Dr. McCorkle reported that the Regents performed this surgery because "Junior" does not fully describe the missions of these institutions. Floyd's curriculum, for example, serves more than the first two years of a baccalaureate program. It serves career courses as well, and now there are the expanded possibilities inherent in new certificate programs since recent action by the Board relaxed entrance requirements for those programs. Students enrolled in certificate programs in courses like banking, marketing, or physical therapy need not take SAT tests or the Regents' test, for example. Furthermore, continued Dr. McCorkle, the word "Junior" is diminutive. It implies a standard of instruction beneath the college level. So get ready. Primp your plumage. Signs, stationery, etc., after all is said and done, will read: Floyd College - A Two-Year Unit of the University System of Georgia.

Dr. Walraven announced that the Regents had done more than change names. Beginning with the Fall Quarter, 1988, new, tougher admission standards policies for transfer students will take effect. Minimal SAT scores, for example, will be 250 verbal and 280 mathematics. It appears that finally the handwriting is showing through on the wall.

Dr. Walraven announced that transfer students enrolled in English 101 and 102 must now be tested vis a vis the Regents' test before they transfer. This move represents a tightening. It also represents another challenge.

The more things remain, the more they change. Dr. Walraven announced that what was once known as Developmental Studies is now REM for Remedial Studies. Probably easier for the computer.

The effusive Dean reported that joint enrollment students can no longer count joint enrollment courses for both high school credit and college credit when they apply to College. The challenges mount.

Jonathan Hershey is no longer with us in the role of public information officer. This role is now played by Sheila Shaw, Ruthie Lawler, and a Public Information Committee.
The Dean reported that he and an ad hoc committee are working on plans for an Academic Support Center. This Center may or may not be located in the Library, but it will involve computers and may embrace some sort of language lab as well.

Dr. Hays reported that the faculty in-service training schedule is so tight that certain segments of that program may spill over its allocated time.

At the request of Dr. James Cook, who had to leave the meeting before adjournment, this Secretary proffered Dr. Cook's submitted correction to the faculty meeting minutes of April 29, 1987. Dr. Walraven ruled that this proposed correction be taken up at the next business meeting of the faculty so Dr. Cook as well as more members of the faculty would be present for purposes of discussion.

Pre-registration, announced the Dean, would fall on August 17th.

Adjournment fell at 1:35 PM.

Respectfully submitted,

Hubert H. Whitlow
Secretary to the Faculty

HHW/hs

Dr. Trimble introduced Dr. Charles Blalock, the new, full-time faculty member in the Division of Developmental Studies. Dr. Walraven announced that Mr. Ken Weatherman will teach two courses in the Division of HPER. Additional help will be provided Mr. Weatherman in the Office of Student Activities as long as this arrangement lasts.

Dr. Walraven discussed the future, Floyd College, and the THIRD BOARD, which administers the State's vocational-technical schools. He announced that Floyd College's working relationships with Coosa Valley Tech and with the new vocational-technical school in Bartow County are excellent at the present time. As long as this relationship continues, he reported, Floyd College will be OK. He reported, too, that there is the possibility of more off-campus courses at more extended locations.

Dr. Walraven mentioned a letter received from Dr. David Morgan, Assistant Vice Chancellor for Academic Affairs, and announced that the Curriculum Committee can expect a real workout with revising the College's core curriculum in regard to its career programs.

At 10:15, the meeting adjourned to allow the Statutes and Faculty Affairs Committee to nominate a member of the teaching faculty to serve as the at-large member of the Executive Committee.

The faculty reconvened at 10:40 AM. Dr. James Cook, reporting for the Statutes and Faculty Affairs Committee, announced that the Committee's nomination for the faculty representative on the Executive Committee was Mr. Glenn Singleton. Dr. Hays seconded the nomination of the Committee. There were no nominations from the floor, thus thrusting Mr. Singleton into the halls of academic power.
The faculty next took up the matter of the membership of its standing committees. A membership list is attached to these minutes. Steve Burns was substituted for Adrian Bowers on the Auxiliary Enterprises Committee, JoAnne Starnes was substituted for Kristie Kemper on the Statues and Faculty Affairs Committee, and Ronald D. Blosser was submitted for Lesa Ashmore on the Admissions and Academic Placement Committee. With those substitutions, the new list of faculty standing committees was approved by popular acclaim.

A successful motion by Jack Sharp approved the year's Tenure and Promotion Committee membership. It will consist of Callen, J. Cook, Green, Hays, McCoy, McKeel, and Starnes.

The new Grievance Committee will not be new at all. It is not new because this Committee did no work at all last year because there were no grievances and the faculty felt the Committee should be given a new chance. A successful J. Cook motion named Whitlow, Bowers, Callan, J. Cook, Ron Johnson, M. Johnston, Shelton, and Trimble to the Committee for the second year in a row. Pray for smooth sailing.

The business session ended at 10:45 AM. Like Gilbert, it had swept all before it.

Respectfully submitted,

Hubert H. Whitlow
Secretary to the Faculty

HHW/hs
STANDING COMMITTEES OF THE FACULTY
Academic Year 1988-89

EXECUTIVE COMMITTEE
Thomas R. Berry
Harold Boyd
David Cook
Philip E. Dillard
James D. McKeel
Belen D. Nora
W. George Pullen
Jerry W. Shelton
Glenn Singleton
Richard W. Trimble
Wesley C. Walraven, Chairman
Hubert H. Whitlow

LIBRARY COMMITTEE (continued)
Lovie L. Borchardt
J. Dwight Cassity
Jean E. Franklin
David F. Mott
Barbara B. Rees
Jack C. Sharp
Glenn Singleton
Angelyn B. Strucher
Hubert H. Whitlow

AUXILIARY ENTERPRISES COMMITTEE
Kenneth L. Anderson
Lesa C. Ashmore
Thomas R. Berry
Adrian S. Bowers
Walter F. Browder
Russell F. Cheadle
W. Thomas Melton
Kenneth E. Weatherman

STATUTES & FACULTY AFFAIRS COMMITTEE
Charles L. Blalock
Betty E. Bowman
J. Harold Boyd
Russell F. Cheadle
James F. Cook
James D. McKeel
Betty S. Nolen
Jo Anne H. Starnes
Angelyn B. Strucher

STUDENT AFFAIRS COMMITTEE
Amelia Billingsley
Harold Boyd
Margaret S. Davis
W. Riley Evans
Aline R. Frost
Jonathan R. Hershey
Ronald B. Johnson
Margaret W. Johnston
Kenneth E. Weatherman
Shirley P. Whitworth
Chester E. Wright III

PUBLIC SERVICE COMMITTEE
Thomas R. Berry
Walter F. Browder
Stephen Burns
Leigh W. Callan
W. Riley Evans
Clare T. Garrard
Robert E. Gaylor
Ronald B. Johnson
William P. Kerr
W. Thomas Melton

ACADEMIC PROGRESS COMMITTEE
Adrian S. Bowers
Betty J. Bowman
J. Harold Boyd
Dondra E. Casey
William P. Kerr
Lawrence F. Moshier
Jack C. Sharp
Glenn Singleton
Wesley C. Walraven
Kenneth E. Weatherman

ADMISSIONS & ACADEMIC PLACEMENT COMMITTEE
Charles L. Blalock
Ronald D. Blosser
Michael J. Burton
David Cook
Margaret W. Johnston
Kristie A. Kemper
William P. Kerr
Betty S. Nolen
Bruce W. Pound
Judy R. Sims
Angelyn B. Strucher
Chester F. Wright III

LIBRARY COMMITTEE
Kenneth L. Anderson
continued . . .
Faculty Meeting
January 25, 1989 --- 12:15 p.m.
Room B-218

AGENDA

I. Call to Order ........................ Dr. McCorkle

II. Comments ............................. Dr. Walraven

III. View "Leigh Callan's" Video

IV. General Business Session .......... Dr. Walraven

Approval of Faculty Meeting Minutes for July 18, 1988, September 14, 1988, and September 27, 1988.

Approval of Standing Faculty Committee Actions.

A. Executive Committee
   1. Meeting of August 22, 1988 -- Approval for Barry Green to
graduate with 101 hours rather than the 102 specified in his
program.
   2. Meeting of November 28, 1988 -- Approved policy that "we not
allow smoking in the classrooms."

B. Curriculum Committee
   1. Approval of miscellaneous student substitution petitions.
      a. Addition of NUR 165, Assessment of the Elderly, and NUR
180, Legal Issues in Nursing, both 2-0-2.
      a. Approval of joint programs with North Metro Technical
      Institute: Business, Secretarial Science, Electronics
      Technology.

C. Admissions & Academic Placement Committee
   1. Meetings of September 30, 1988, October 6, 1988, and October
27, 1988 --- New advising brochure.

D. Academic Progress Committee
   1. Meeting of September 1, 1988, regarding academic status of
students at end of Summer 1988.
   2. Meeting of December 12, 1988, regarding academic status of
students at end of Fall 1988.

E. Library Committee
   1. Meetings of September 14, 1988, and November 3, 1988 -- No
actions requiring faculty approval.

F. Auxiliary Enterprises Committee
   1. Meeting of September 15, 1988 -- No actions requiring faculty
approval.

G. Student Affairs Committee
   1. Meetings of September 14, 1988, and October 24, 1988 -- No
actions requiring faculty approval.


MINUTES: FACULTY IN-SERVICE


In other official business, the faculty approved motions to approve current membership on the Grievance and Promotion and Tenure Appeals Committee, actions of the Executive Committee and of the Curriculum Committee, and to approve Faculty Meeting Minutes for May 28, 1992.

Meetings of the Standing Committees were held the afternoon of the sixteenth.

In unofficial business, there were several points of discussion during in-service, including:

- A presentation by Nick Dalba, general manager of Anheuser-Busch, on "Work Force 1992";

- Ron Johnson's discussion of rotating work schedules, and the possible integration of college instruction with the demands of domestic or non-domestic work;

- An update from Jerry Shelton on the Presidential Search Committee's activities, and on the SACS Accreditation Report;

- Nanette Jayne's discussion of the status of the Floyd Scholarship Faculty Committee, and the Foundation Scholarships;

- A lab presentation by Russ Cheadle to each division on the use of "Novanet", a computer program;

- An update by Phil Kerr on the demographics of Floyd students;

- A discussion by Ken Weatherman on a revised Drug Abuse Policy for Floyd;

- Tom Melton's discussion of fringe benefits;

- George Pullen's presentation on the Floyd College Foundation;

- Phil Dillard's explanation of the Honor's Program;

- A discussion of new public information services, including a newsletter, by Sandy Briscar, public information officer;
- Adrian Bowers' discussion of the parameters of successful advising;

- A presentation on federal regulations regarding chemical safety by David McCorkle

Respectfully Submitted,

Ralph Peters, Faculty Secretary

Attachments
STANDING COMMITTEES OF THE FACULTY
Academic Year 1992-93

EXECUTIVE COMMITTEE---
---At Large---
Thomas R. Berry
Harold Boyd
David Cook
Philip E. Dillard
James F. Green

James D. McKeel
Belen D. Nora
Judy C. Perdue
W. George Pullen
Jerry W. Shelton
Wesley C. Walraven, Chmn.

CURRICULUM COMMITTEE---
Jimmy H. Barnes
Harold Boyd
Stephen Burns
J. Dwight Cassity
Richard O. Hays
Jo Anne C. Jackson

William P. Kerr
Sheila J. McCoy
Betty S. Nolen
Judy C. Perdue
Jerry W. Shelton
Wesley C. Walraven, Chmn.

ADMISSIONS & ACADEMIC PLACEMENT COMMITTEE---
---Assistant Librarian---
Adrian S. Bowers
Michael J. Burton
Dondra E. Casey
Margaret S. Davis
J. Timothy Green

Jonathan T. Hershey
William P. Kerr
Rebecca F. Maddox
Betty S. Nolen
Robert C. Pletcher
Bruce W. Pound

ACADEMIC PROGRESS COMMITTEE---
Charles L. Blalock
Harold Boyd
Vera B. Brock
William P. Kerr
Catherine E. King
Laura G. Musselwhite

Ralph Peters
Jack C. Sharp
Judy R. Sims
Glenn Singleton
Wesley Walraven
Phyllis N. Weatherly

LIBRARY COMMITTEE---
E. Amelia Billingsley
Stephen Burns
Gloria J. Dempsey
Clare T. Garrard
G. Frank Minor

Carolyn V. Parks
Judy C. Perdue
Glenn Singleton
Jo Anne H. Starnes
Kenneth E. Weatherman

AUXILIARY ENTERPRISES COMMITTEE---
---Student Representative---
Thomas R. Berry
Walter F. Browder
Russell F. Cheadle
Jean E. Franklin

Marjorie G. Frazier
Catherine E. King
W. Thomas Melton
Judson Moss
David F. Mott
STATUTES & FACULTY AFFAIRS COMMITTEE--

Kenneth L. Anderson  
Betty E. Bowman  
Harold Boyd  
James F. Cook  
Nanette H. Jaynes  

David B. McCorkle, Jr.  
James D. McKeel  
Betty S. Nolen  
Kenneth E. Weatherman

STUDENT AFFAIRS COMMITTEE---

---Assistant Librarian---

Harold Boyd  
Leigh W. Callan  
W. Riley Evans  
Elizabeth S. Harrison  
Ronald B. Johnson  

Kristie A. Kemper  
Dan A. McDougall  
Barbara B. Rees  
Phyllis N. Weatherly  
Kenneth E. Weatherman  
Shirley P. Whitworth

---Approval by the Faculty on Wednesday, September 16, 1992---
GRIEVANCE COMMITTEE ---

Membership includes 8 faculty and 7 classified.

1992-93 faculty on committee include:

   Betty Bowman
   Jim Cook
   Fred Green
   Ron Johnson
   Judson Moss
   Jack Sharp
   Jerry Shelton
   Judy Sims

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PROMOTION & TENURE APPEAL COMMITTEE ---

Membership includes 7 tenured full-time faculty (excluding division chairmen) and no more than 2 faculty from same division.

1992-93 faculty on committee include:

   Leigh Callan
   Jim Cook
   Richard Hays
   Sheila McCoy
   Jim McKeel
   Barbara Rees
   Jo Anne Starnes

---Approved by the Faculty on Wednesday, September 16, 1992---
Faculty Meeting  
Monday, April 18, 1994  
3:00 p.m. -- Room B-206  

AGENDA  

I. Welcome and Remarks .......................... Dr. Cundiff  
II. Washington-Williamsburg Trip .................. Dr. J. Cook  
III. Learning Disabilities .......................... Ms. Weatherly  
IV. SACS Update ................................. Ms. Bowers & Mr. Shelton  
V. Restructuring ................................. Dr. Vardemann  
VI. Business Session ............................. Dr. Vardemann  

Approval of Faculty Meeting Minutes for February 7, 1994.  

Approval of Standing Faculty Committee Actions.  

A. Executive Committee  
1. Approval of miscellaneous student travel.  
   a. Approval of petitions of waiver as follows:  
      1) Shannon R. Tucker, graduate w/12 resident hrs.  
      2) Brian E. Slotty, graduate w/16 resident hrs.  
      3) Patricia A. Sadlo, graduate w/16 resident hrs.  
      4) Melanie B. Harrison, graduate w/11 resident hrs.  
      5) Keith Alan Cooper, graduate w/21 resident hrs.  
      6) Buryl W. Cooper, graduate w/11 resident hrs.  
      7) Delinda McClure Ray, graduate w/second degree upon finishing requirements @ NMT.  
      8) Linda Patty, graduate w/106 credit hours instead of the 107 required.  

B. Curriculum Committee  
1. Approval of student substitution petitions.  
2. Approval of credit hour change: EDU 019, 5-0-5, and EDU 020, 5-0-5 (from 4-0-3).  
   b. Approval of new course: BA 206, Business Ethics, 5-0-5, Prerequisite: BA 200 or BA 254 or permission of instructor.  
   c. Approval of new course: BA 207, Principles of Total Quality Management, 5-0-5, Prerequisite: BA 200 or BA 254 or permission of instructor.  
   d. Approval of expanded biology sequence: BIO 121, Principles of Biology I, 4-3-5,
Prerequisites: One year of high school chemistry or one qtr of college chemistry with a C or better; EDU 020, ENG 020, and MAT 021 or satisfactory placement scores.

BIO 122, Principles of Biology II, 4-3-5, Prerequisite: BIO 121.

BIO 123, Principles of Biology III, 3-6-5, Prerequisite: BIO 122 and consent of the instructor.

e. Approval of new course: BIO 105, The Environment, 3-6-5, Prerequisites: EDU 020, ENG 020, and MAT 020 or satisfactory placement scores.

f. Approval of credit hour change: NUR 156, AIDS and HIV Infection: Essentials for Nursing, 2-0-2 (from 1-0-1), Prerequisite: None.

g. Approval of MAT 175 as an additional MAT option in the two-year nursing program.

C. Date of next faculty meeting: May 16, 1994, 3:00 p.m.
Monday, May 17, 1994
Faculty Meeting Minutes

Dr. William Wheeler spoke to the faculty and staff about Diversity.

The business session of the faculty meeting was called to order by Dr. Vardemann at 3:00 p.m.

Dr. Vardemann distributed the graduation list to department chairs for approval by the faculty. Lists are to be returned to the Admissions office by Friday morning.

Actions of the Faculty:

M/S/C (Shelton, J. Cook), that Richard Hayes serve as Floyd College's first Mace Bearer.

The minutes for the April 18 faculty meeting were approved.

M/S/C (Singleton, ?) The actions of the Executive Committee in approving petitions of waiver for graduation were approved.

M/S/C (Moss, ?) The actions of the Curriculum Committee in approving student substitution petitions were approved.

Announcements:

Dr. Vardemann announced that faculty folders were being reviewed. Faculty must have a master's degree in the subject area they are teaching or at least eighteen graduate hours in the subject area along with a master's degree in another subject.

Adrian Bowers is compiling the faculty's reactions to the proposed schedule changes.

Further actions of the faculty:

The faculty conducted an extensive discussion of I-grades. The recommended policy and the faculty's actions are as follows:

Regents' policy states:
"The I symbol indicates that a student is doing satisfactory work but, for nonacademic reasons beyond his control, was unable to meet the full requirements of the course. The requirements for removal of an I are left to the respective institutions; however, if an I is not satisfactorily removed after three quarters of residence, the symbol I will be changed to the grade F by the appropriate official."

In a letter to system institution Registrars on March 23, 1991, Tom McDonald stated:
"In order to eliminate the use of the symbol I as a non-punitive
grade and/or convenience for the student or faculty, the use of the symbol is restricted to situations in which the student is doing SATISFACTORY work, but for NON-ACADEMIC reasons beyond his/her control is not able to meet all the requirements for the course. Reasons for the I should be documented and made a part of the student's academic record."

In response to this communication, our Admissions office developed a form for reporting I grades. (Copy attached)

A committee composed of A. Bowers, G. Pullen, and D. Cook studied this issue and made a recommendation to the Instructional Council on May 5, 1994. The Instructional Council endorsed the recommendation and forwarded it to the faculty for approval.

The recommendation follows:
1) Instructors should be reminded that the I grade can only be given when the student is doing satisfactory work, and then should only be used for non-academic reasons.
2) Grade reports listing I grades should be accompanied by forms documenting reasons for the I. Reasons for giving the I should be clearly spelled out on the form.
3) The documentation form for the I should be amended to require the signature of the student and the instructor. (Phone call documentation will suffice in an emergency situation.) The form should also have a space for summarizing a plan of action for removing the I in a timely manner.
4) A period of three quarters of attendance or twelve calendar months (whichever is shorter) should be allowed for removal of I grades. After this time period, the I grade will be automatically changed to an F.

M-S-FAILED (Nolen): That the Executive Committee's action relating to I grades be approved.

M/S/C (J. Cook, Singleton): That the Executive Committee's action relating to I grades be approved with the amendment that students need not sign the form.

The May 24 faculty meeting is cancelled.

The meeting was adjourned at 4:00 p.m.

Respectfully submitted,

Denise Babin
Faculty secretary
Monday, May 17, 1994
Faculty Meeting Minutes

Dr. William Wheeler spoke to the faculty and staff about Diversity.

The business session of the faculty meeting was called to order by Dr. Vardemann at 3:00 p.m.

Dr. Vardemann distributed the graduation list to department chairs for approval by the faculty. Lists are to be returned to the Admissions office by Friday morning.

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M-S-FAILED (Nolen): That the Executive Committee's action relating to I grades be approved.

M/S/C (J. Cook, Singleton): That the Executive Committee's action relating to I grades be approved with the amendment that students need not sign the form.

The May 24 faculty meeting is cancelled.

The meeting was adjourned at 4:00 p.m.

Respectfully submitted,

Denise Babin
Faculty secretary
Faculty & Staff Meeting  
Monday, November 21, 1994  
3:00 p.m. -- Gym

AGENDA FOR FACULTY BUSINESS SESSION

I. Remarks . . . . . . . . . . . . . . . . . . . . . . . . . . . . Dr. Vardemann

II. Nomination for Faculty Emeritus Status . . . . . Dr. J. Cook

III. Revised Statutes (Discussion/Ratification) . . . . Dr. J. Cook

IV. Standing Committee Actions . . . . . . . . . . . . . . . Dr. Vardemann

Approval of Faculty Meeting Minutes for October 12, 1994.

Approval of Standing Faculty Committee Actions.

A. Curriculum Committee - Meeting of October 27, 1994

1. Approval of student substitution petitions (see next page).

2. Approval of GLY 103, Physical Geology, 4-2-5,  
   Prerequisites: EDU 020, ENG 020, and MAT 019 or  
   satisfactory placement scores. Approval of GLY 104,  
   Historical Geology, 4-2-5, Prerequisite: Physical  
   Geology. May be used in Area II and appropriate Area  
   IV's.

3. Approval of BIO 224, Entomology, 3-4-5, Prerequisites:  
   BIO 104 or BIO 122. May be used as Area II elective  
   for non-science majors.

4. Approval of GEO 101, Principles of Geography, 5-0-5,  
   Prerequisite: None. May be used in Area III or as an  
   Area IV elective.

5. Approval of PSY 235 title change from Psychology of  
   Women to Psychology of Gender.

6. Approval of FRE 204/SPA 204, Selected Topics, 5-0-5,  
   Prerequisites: FRE 202/SPA 202 and/or permission of  
   the instructor. May be used by language majors only in  
   Area IV only.

7. Approval for course designation changes: EDU 019, EDU  
   020, EDU 031, EDU 032, EDU 033, and EDU 060 to RDG 019,  
   RDG 020, RDG 031, RDG 032, RDG 033, and RDG 060.

B. Curriculum Committee - Meeting of November 1, 1994

1. Approval of MAT 117, Precalculus II: Trigonometry, 5-0-  
   5, Prerequisite: MAT 116 with a grade of C or better.  
   May be used in Area II. This course matches up with  
   MAT 116 for "science type" majors, thus allowing MAT  
   111 & MAT 112 to be geared more to non-science majors.

2. Approval of Physical Therapist Assistant career  
   program.

3. Approval of slightly revised Dental Hygiene career  
   program (FC/MCG).
4. Approval of certificate program in Aviation Management.
5. Approval of HS 264, Field Work V (Practicum), 0-10-5/0-30-15, Prerequisite: Consent of Instructor.
6. Approval of slight changes in Human Service career programs.
7. Approval or NUR 166, 167, 168, 169, Physical Assessment I, II, III, & IV, each 2-0-2, each with Prerequisite or Corequisite: BIO 213. May be used as electives. Replaces NUR 160, 161, 162, 163, and 164.
8. Approval for course designation changes: EDU 110 to COM 110; EDU 111 to COM 111; EDU 230 to COM 210; EDU 235 to COM 211; EDU 220/PSY 220 to PSY 220 (no cross-listing); PSY 101 to FCS 107; and PSY 102 (2 hrs) to FCS 108 (5 hrs).
10. Approval of COM 220, Introduction to Interpreting for the Deaf, 5-12-7, Prerequisites: COM 110 & COM 111 (replaces/combines EDU 240 and EDU 270).

C. Statutes and Faculty Affairs Committee
1. Minutes of November 8, 1994, meeting. (See Item II. above.)

D. NEXT FACULTY MEETING SCHEDULED FOR FEBRUARY 6, 1995.
CURRICULUM COMMITTEE

--- Approval of student substitution petitions as follows:

1) Eric S. Brumbelow, Law Enforcement major. Substitute ECO 201, ECO 202, & BA 255 for 15 hours of law enforcement electives.

2) Robert T. Camp, Drafting major (CVT). Substitute CS 201 for PHY 127.

3) Shea Carney, Secondary Education major. Substitute ENG 202 for ENG 201.

4) Jonathan Clements, Geology major. Substitute PhEd 100 & PhEd 200, Varsity Football, and PhEd 101 & PhEd 201, Tae Kwon Do, (all from Rhodes College), for 8 hours of physical education electives.

5) Denise M. Ellis, Nursing major. Substitute PSY 301, from West Georgia College, for PSY 215.

6) Kristi D. Gilley, Teacher Education major. Substitute CJ 221 for an Area IV elective.

7) Mary Evelyn Jones, Psychology major. Substitute MHT 105 (1 hr) & MHT 110 (4 hrs) for an Area IV elective.


9) Jenith Lowrence, Law Enforcement major. Substitute CRJ 311 & CRJ 413 (from Shorter College) for electives in the major field. Substitute COM 101 (from Shorter College) for SPC 208. Substitute PSY 225 for major course requirement.

10) Marla McDonald, Human Services major. Substitute Psy 265 for CJ 270. Substitute PSY 240 for CJ 221.


12) Larry E. Williamson, Microcomputer Specialist major (NMT). Substitute BA 251, BA 222, BA 204, BA 255, ECO 201 for BA 200.
Minutes
Faculty Meeting
June 9, 1997

I. Opening:

Dr. Elifson opened the meeting at 3:00 P.M.

Tuition Reimbursement and Remission Policy: Judy Perdue spoke of the new tuition reimbursement policy in effect for summer quarter. She said the application deadline was Thursday, June 12; interested faculty should submit a letter of intent to the committee.

Tim Floyd presented a copy of his dissertation to the Floyd College library.

Dr. Elifson spoke of the numbers generated from an analysis of transfer grades. Overall, FC students’ grades dropped significantly upon transferring to other institutions; other schools report a closer link between their sending GPA’s and the GPA’s their students receive at senior institutions.

II. Reports from Committees:

Academic Progress Committee: Catherine King spoke of an inconsistency with respect to the information on diplomas regarding students’ degrees. The committee recommended that FC drop the “options” line from the diploma. Dr. Dillard asked if the transcripts would still reflect the option; Dr. Elifson said she didn’t know but would report back to the faculty. The committee also reported a proposed policy on administrative withdrawals: “If a student is consecutively absent for the equivalent of two weeks of class, after drop-add and before midterm, the student will be administratively withdrawn.” Some faculty expressed concern, stating that the policy should only be in effect for students who have never attended. Dr. Perry moved to accept the policy, with the amendment that it apply only to students who have not attended during the first three weeks of a term and be applied automatically and consistently. The motion was seconded. The “first three weeks” would have to be prorated for short summer sessions and for courses that meet for different numbers of hours. The faculty voted on the concept (but not the wording); the concept was approved; the committee was asked to rework the wording of the policy.

Curriculum Committee: Joan Elifson spoke of work in progress on Area “F” and requested that faculty look over the proposed programs of study and be prepared to vote on them at the next faculty meeting. Dr. Elifson also reminded faculty that the last day of June was the last day the Curriculum Committee could entertain requests for additional courses.

The Curriculum Committee also proposed to authorize the Instructional Council to make decisions over the summer concerning new courses, renumbering, and cooperative programs. A faculty member asked if such votes couldn’t be handled via email; Dr. Elifson said the problem would be getting the materials out to everyone. Dr. Elifson said there could also be an open Instructional Council meeting, and any interested faculty could attend. Dr. Kemper suggested that there be a faculty meeting during the summer. Dr. Elifson said the faculty could authorize a quorum or other group of faculty to make decisions. Dr. Kemper suggested an amendment to the original proposal: the decisions should be made via a meeting of the faculty, and a quorum should be determined based on the number of active summer faculty. The faculty voted to accept the amendment. Faculty then voted to accept the proposal as amended.

Course substitution petitions. The faculty voted unanimously to approve the course substitutions as recommended by the Curriculum Committee.
The Curriculum Committee recommended that the faculty change the Prefix of CTIA 100 to FCCS 110 (Floyd College Computer Studies). This change would allow a broader spectrum of faculty members to teach the course. Faculty voted unanimously to accept the change.

English faculty, with the endorsement of the Curriculum Committee, recommended “that the third English course required in Area I of the current Core Curriculum be satisfied by ENGL 201, 202, 203, 204, or 205, effective immediately.” The faculty unanimously approved the recommendation.

III. Old Business: Bruce Jones presented an update on the Technology Project.

IV. New Business:

Marsha Welch presented the faculty with a list of FC graduates; after amendments were made, the faculty approved the list.

Dr. Elifson presented the 1997-98 Academic Calendar; the faculty approved the calendar.

Dr. Mugleston presented the Semester Conversion Clock schedule; he said a subcommittee of the Semester Conversion task force would fine-tune the schedule for the off-campus sites. The faculty unanimously approved the schedule.

The faculty approved the minutes of the April 7, 1997 faculty meeting.

The meeting adjourned at 4:40 P.M.
Faculty Meeting  
August 14, 1997  
3:30 pm

The meeting opened at 3:40 pm with Dr. Joan Elfison presiding.

1) Dr. Elfison began the meeting by introducing Dr. Penny Wills, the new Vice president of Student Development.

2) Dr. Elfison presented the following announcements:

A. The Catalog Edition Policy:
Under discussion is a complete catalog that will be in effect at the time of matriculation. Students can graduate under the catalog of entrance unless (1) student's major changes (2) student stays out for two or more years (3) student's catalog is ten years old. This policy will be in effect this fall.

B. Semester Conversion Implication:
Advantages
Entering students will begin on the semester core in winter of 1998, when the new catalog comes out. Quarter courses transfer to semester better and students don't lose credit. Students will take six courses in winter and spring which compares favorably to the semester calendar in terms of courses completed. Also, there will be fewer students caught in the transition.

Disadvantages
Some students will be waiting for "new" courses to be offered in the fall of 1998. For example, Math Modeling, IDIS, NSCI will not be offered until fall 1998.

C. Laptops
Bids are to be opened Monday, August 18, 1997. Two weeks from then, a selection should be made. Delivery is still expected by the end of September, and distribution to students will be by early October.

D. Advising
Advising sessions are going well, with the exception of concerns of them being "non-personalized." Registration is up two-hundred over last year and the year before that. There are concerns that testing numbers are down. Faculty participation is necessary, and additional participation is encouraged. The dates are:
   Rome--Advising sessions, Sept. 10, 11,12,18,19,22  
   Orientation, Sept. 17, 18  
   Cartersville--Advising sessions, TBA  
   Orientation, Sept. 4  
   N.Metro--Advising sessions, TBA  
   Orientation, Sept. 18,19  
   Waco--Advising sessions, TBA  
   Orientation, Aug. 27
D. Advisement Training During In Service
Topics for Advisement Training include (1) Novice and Intermediate
Banner training (2) Regulations affecting students: Pre College
Curriculum, Learning Support, Regents Test, Withdrawal Policies
(3) Advising for students on semester based curriculum.

E. Eligibility for Post Tenure Review
Individuals must be five years past tenure and five years past last
promotion. Those individuals who have a formal intent to retire
within two years of review will be excused.

F. Post Tenure and Pre Tenure Reviews
This process will begin this fall. Ten individuals, who are
currently eligible, will be randomly selected for review. The
College will need a Post Tenure Review Committee, which will be
elected during In-service. Each Division will need a Pre Tenure
Review Team. This team should consist of tenured Division personnel.
This review process will consolidate three year reviews to five for
tenured faculty.

3) The following items were passed by the faculty:
Accept Interpreter Training Program, Accept Physical Therapy
Assistant Program, Accept Human Services/Interpreter Education
Option, Delete from Social and Cultural Studies HSVS 263, 264, PSYC
130, 210, 225.

4) The Cooperative Degree Programs with CVTI were passed. As well,
the Cooperative Degree Programs with NMetro Tech were passed.

5) Area F in Teacher Education was passed with an amendment to add
the Literature course option to the Middle Grade Education

6) There is a change in course descriptions for Business courses as
dictated by the Academic Committee of Business Administration.

Meeting Adjourned at 4:45
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<th>SEMESTER I</th>
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<td>BIOL 2121K Human Anatomy &amp; Physiology I</td>
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<td>CHEM 1151K Survey of Chemistry I</td>
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<td>DHYG 1120 Dental Anatomy/Histology</td>
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Total Hours = 76 (Core=35, Dental Hygiene = 41)

DLM: 9-25-97
Curriculum Committee Report -- Student Petitions
For Faculty Discussion and Approval
October 7, 1977

Item Two

Residency:

Carol Jamison: Petition for waiver of residency requirement; Cooperative Degree Program at CVTI; has 26 hours earned at Floyd College plus 10 hours of transfer credit from State University of West Georgia. Meets the SACS' minimum of 25% of total degree credit at degree-granting institution.

Amanda Payne: Petition for waiver of residency requirement; Cooperative Degree Program at NMTI; has 29 hours earned at Floyd College plus 7 hours of transfer credit. Meets the SACS' minimum of 25% of total degree credit at degree-granting institution.

Course Substitutions:


Sabrina Lam: Requested substitution of PSYC 350 from Georgia Southern University for a major field elective within the Criminal Justice program of study. Recommended by Dr. William Mugleston. Recommend Approval.

Sabrina Lam: Requested substitution of CJ 362 from Georgia Southern University for CJ 270 within the Criminal Justice program of study. Recommended by Dr. William Mugleston. Recommend Approval.

Tina L. Lewis: Requested substitution of Econ 201 for Econ 202 within the CVTI Computer cooperative degree program of study. Recommended by Dr. Bruce Jones. Recommend Approval.

Lori Ragey: Requested substitution of PSYC 265 for a major field elective within the Psychology program of study. Recommended by Dr. William Mugleston. Recommend Approval.

Janet Lee Moon: Requested substitution of SPCH 208 humanities elective within AREA I. Recommended by Dr. William Mugleston. The Committee noted that this request has been made frequently and the committee has routinely denied the request. Speech courses have not been considered an appropriate humanities alternative. Recommendation: Not Approve

Phillip W. Pledger: Requested substitution of BIOL 261 for a major field elective within the Biology program of study. Recommended by Dr. Judy Perdue. Recommendation: Approve.

Curriculum Committee Report

The curriculum committee recommends that ECON 201 and 202 be acceptable in the Quarter-based Curriculum for career programs that now require ECON 201.

The curriculum committee recommends that the new physical science course be an acceptable substitute for PSYS 117 in certain career programs for students on the Quarter-based Curriculum.

The curriculum committee recommends that the statement “Credit will not be allowed for HIST 111 [112] and HIST 114 [115] in the same area of the General Education curriculum be substituted for the statement “Credit is not allowed for both HIST 111 [112] and Hist 114 [115].”

The curriculum committee recommends that BIOL 2182: Bioethics be approved as a new course. It has been taught under the course listing of “special topics.” It can be cross listed with IDIS and NSCI prefixes. Its description is as follows:

2-0-2 Prerequisite: 4 hours of college biological science

This course will enable the student to think more critically about some of the difficult moral problems which arise in the practice of science and from our contemporary understanding of living systems. Readings and discussions will focus on issues of personal decision making and public policy regarding such topics as the human genome project, gene therapy, organ transplant, fetal tissue research, and others.

*****

Item Four

Effective date of new curriculum and new courses (for review and approval by the faculty)

The new semester curriculum and new courses are effective Winter Quarter, 1998. The curricular degree requirements of the new curriculum will apply to students admitted to Floyd College for Winter Quarter, 1998. New courses developed for the new curriculum may be offered as early as Winter Quarter 1998, although most will not be offered until Fall 1998.

Students will be required to complete the course requirements outlined in the curriculum. Students who wish to take Math 113 in Winter, Spring, or Summer Quarters may count it as a substitution for math modeling. Provision will be made on an individual basis for students who accumulate extra hours resulting from fractional hours transferred from the quarter to the semester system.
| Committee Memberships: Nominees of the Instructional Council in Italic |  |
|---|---|---|
| **Library: 1996-1997/ 1st or 2nd year of 2 year term OR Ex-O** | Continuing Positions | To begin a new 2 year term |
| Harriet Kiser, ch/2 | Dondra Casey |
| Judson Moss/2 | Kim McNburnett |
| Betty Bowman/1 | Mary Rhinehart (final year of unexpired term) |
| Russell Robinson/2 | Peter DeLorenzo |
| David Mott/2 | Jack Sharp |
| Ken Anderson/1 | Ken Anderson |
| Debbie Holmes/Ex-O | Debbie Holmes |
| **Statutes and Faculty Affairs Committee/ 1st or 2nd year of 2 year term OR Ex-O** | Continuing Positions | To begin a new 2 year term |
| Fred Green, ch/2 | Fred Green (1 yr. Extension) |
| Sheila McCoy/2 | Harriet Kiser |
| Ken Weatherman/2 | Pinghua Wang |
| Glenn Singleton/2 | Tom Berry |
| Harvey Moody/1 | Harvey Moody |
| Clare Gerrard/2 | Vera Brock |
| Ralph Peters/2 | Ralph Peters (1 yr. Extension) |
| **Curriculum Committee/ 1st or snd year of year term OR Ex-O** | Continuing Positions | To begin a new 2 year term |
| Joan Elifson, ch/ EX-O | Joan Elifson, Ex-O |
| Richard Trimble/1 | Richard Trimble |
| Carolyn Hamrick/1 | Carolyn Hamrick |
| George Pullen/2 | Kristie Kemper |
| Betty Nolen/1 | Betty Nolen |
| Caroline Church/1 | Caroline Church |
| **Academic Progress Committee/ 1st or 2nd year of 2 year term OR Ex-O** | Continuing Positions | To begin a new 2 year term |
| Catherine King, ch/2 | Catherine King (1 yr. Extension) |
| Vera Brock/2 | Pauline Ruel |
| Kenneth Spruce/2 | Beth Harrison |
| Betty Nolen/2 | Delete Position |
| Laura Musselwhite/2 | Laura Musselwhite (1 yr. Extension) |
| Frank Minor/2 | Jim McKeel |
| Dondra Casey/2 | Delete Position |
| Jack Sharp/2 | Tom Harndon |
| Charles Blalock/2 | Charles Blalock (1 yr. Extension) |
| **Student Affairs Committee/ 1st or 2nd year of 2 year term OR Ex-O** | Continuing Positions | To begin a new 2 year term |
| Margaret Davis, ch/2 | Margaret Davis (1 yr. Extension) |
| Barbara Rees/2 | Barb Rees (1 yr. Extension) |
| Suzanne Black/2 | Robert Page |
| Kristie Kemper/2 | Lanelle Daniel |
| **New Position** |  |
| Heidi Graef/Ex-O | Gabe Talent (Ex-O) |
| Student |  |
**Nominees of Statutes and Faculty Affairs Committee in Italic**

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<td>1996</td>
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<td>Laura Musselwhite</td>
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Wording of the “Catalog Edition” Policy

Students will normally satisfy the curricular degree requirements of the catalog in effect at the time they enter Floyd College, although it must be recognized that revisions may be required to provide more effective programs. The term “curricular degree requirements” refers to the courses and grades required to earn a degree. (Changes in “academic regulations” affect all students, regardless of catalog edition; examples include the scholastic discipline policy, procedures for removing incomplete grades, and appeals procedures.)

Under certain circumstances, however, student will be required to change the edition of the catalog that governs their curricular degree requirements. This means that such students will be required to satisfy the curricular degree requirements of the catalog in effect when/if they:

1. change majors;
2. re-enter the college after a period of two or more consecutive years in which they have earned no credit at Floyd College
3. have not graduated by the time their catalog edition is 10 years old.

Students may choose to satisfy the curricular degree requirements of a later catalog, but if they choose to do this they must meet all the curricular degree requirements of the later catalog. The curricular degree requirements of more than one catalog edition cannot be combined. Students who choose to satisfy requirements of a later catalog must notify the Office of the Registrar.

A degree will be awarded only to students who have satisfied all the academic and administrative requirements of Floyd College.

****

Wording of Administrative Withdrawal Policy

If a student does not attend a class for the first three weeks of the academic term (or the equivalent proportion during a short session, such as summer), and does not initiate withdrawal him/herself, the student will be administratively withdrawn. The student will receive a grade of “W” and a
Faculty Meeting
April 13, 1998

The meeting was called to order by Dr. Elifson at 3:50 p.m. immediately following the staff meeting. This meeting being a single purpose meeting to vote on one approved course description change, one approved new course, and ten student substitution petitions as recommended by the curriculum committee. They are as follows:

STUDENT SUBSTITUTION PETITIONS AS FOLLOWS:

1) Lillian H. Borders, Human Services/Corrections major. Substitute PSYC 225 for PSYC 240. APPROVED.

2) Terry F. Dentmon, Jr., Drafting (CVT) major. Substitute MATH 200 for MATH 114. NOT APPROVED.

3) Amy Edwards, Education major. Substitute Child and Family Development 352 from Jacksonville State University for PSYC 215. NOT APPROVED.

4) Patricia B. Hatch, Psychology major. Substitute NRSG 101 for HPER 102. NOT APPROVED.

5) Ann J. Lewis, Human Services major. Substitute BIOL 212 for GEOI 103. NOT APPROVED.

6) Gregory M. Moss, Math and Chemistry major. Substitute CSCI 211 and CSCI 212 for MATH 256. APPROVED.

7) Leah Jo Steele, Human Services major. Substitute PSYC 332 from Ohio University and PSYC 222 (still to be taken) for PSYC 265. APPROVED.

8) Robert E. Watson, Law Enforcement major. Substitute SOCI 260 for a major field elective. NOT APPROVED.

9) William E. Wood, Computer Science major. Substitute MATH 200 for BAAC 201 or MATH 240. APPROVED FOR MATH 240.

10) Kathy J. Samples, Education major. Substitute SED 372/SED 381/SED251 from West Georgia College for 5-hour major field requirement. APPROVED.

All faculty were in favor of the Curriculum Committee recommendations.
APPROVED COURSE DESCRIPTION CHANGE FOR ARTS 1116 AS FOLLOWS:

ARTS 1116. Design Workshop
0-6-3. Prerequisite: ARTS 1115
This course is designed for art majors. It expands upon basic skills
taught in Drawing I (ARTS 1115) and introduces new materials and
avenues of expression, with special emphasis on design and color
techniques and mediums.

APPROVED NEW ART COURSE AS FOLLOWS:

ARTS 1117. Advanced Drawing (Computer)
0-6-3. Prerequisite: ARTS 1115
This course will continue to expand drawing and design skills through
the application of new technologies with special emphasis on the use
of the computer in opening up and enriching the possibilities of
image making.

All faculty were in favor of the Curriculum Committee recommendations.

Meeting adjourned at 3:55 p.m.
FACULTY MEETING
September 22, 1998
3:00 p.m.

Approval of Minutes of Previous Meeting (already distributed)
Dr. Elifson called the meeting to order at 3:10 p.m. She asked for any revisions to last faculty meeting's minutes. All approved as distributed by e-mail.

Announcements

Judicial Process Review, including Academic Honesty
Dr. Elifson stated that fall semester was off to a good start. The Student Judicial Process will be reviewed by the Student Development office. Division chairs have nominated faculty members to serve on the review with Ashley Tull who will coordinate the review. This is the policy that governs the academic honesty policy as well as the student discipline policy. In the review, emphasis will be on academic honesty, panel composition (students only or student/faculty) and what academic actions are open. The steps faculty should take if a student is suspected of cheating are: (1) confront student and discuss, (2) if student does not deny, address the sanction referred to in syllabus, and (3) if student denies, pass evidence to Ashley Tull. Faculty member cannot be judge and jury. This committee will develop new policy. The faculty who are willing to serve will be pre-trained to serve on hearing panels. The policy will be presented to the Student Affairs Committee for review and hopefully will be ready to present it to the faculty at the November meeting.

University System Task Force on Hispanic Populations
Dr. Elifson stated that the University System is establishing a task force to address the needs of Hispanic populations throughout the state. Floyd College has nominated Carol Callahan and Amelia Billingsley to serve on the task force.
Amelia holds a graduate degree in education with an emphasis in Teaching English to Speakers of Other Languages with more recent study in that area at Penn State University. She worked for a number of years in South Texas with Mexican-American migrant students, and in the Rome area teaching English as Second Language to a variety of second-language students including Spanish, Vietnamese, Korean, Hindi, and Farsi in the Adult Education Program.
Carol has taught reading and study skills at Kennesaw State University and Southern Polytechnic State University and directed the Learning Laboratories at Southern Polytechnic and Georgia State University. Research interests include student retention with a particular interest in under-prepared students of minority backgrounds. Current work involves a study of established programs and the potential for new programs that serve emerging Hispanic populations.
There was no further discussion from the faculty.

Introduction of New Faculty
Dr. Elifson then introduced new faculty, Laura Bridges, Assistant Professor of Psychology and Dr. Pamela Kincheloe, Assistant Professor of English. Dr. Perdue introduced Laura Ralston, Temporary Instructor in Mathematics. Bruce Jones introduced Linda Whitacre, Director of Technology Training Center. Ms. Nora introduced Leslie Henderson as Instructor in Nursing with Donna Miller, Director of Dental Hygiene, Tom McDaniel, Supervising Dentist and Assistant Professor of Dental Hygiene and JoAnn Weir, Instructor in Dental Hygiene.

President Cundiff’s Announcements
Dr. Cundiff thanked everyone for help in getting the semester system started. Enrollment is down all over the state. Factors at Floyd College for this drop in enrollment are technology project, semester system and economy. The new admission standards
caused 75 – 100 students to be turned away. The enrollment shortfall demands a
budget cut of $500,000 to $700,000. Therefore, a freeze has been placed on personnel
hiring and travel. Office of Planning and Budget will take 5-6% off the top of all state
agencies to be given to the new governor for reallocation. Technical schools are gaining
enrollment and we must direct funds to marketing and recruitment and establish priorities
for FY 2000.
Dr. Cundiff stated that the new Cartersville campus will not be built behind Wal-Mart but
across the road on 50+ acres. The new Cartersville foundation will be comprised of 13
county leaders and $330,000 must be raised and put into an account before we can start
the building. 2002 is the best possible scenario for the new campus construction to
begin. He also stated that by mid-December, student classrooms in the new building on
main campus would be finished. The major building will be turned over to us sometime in
April. No plans have been made to move in at that time or wait until semester break
between Spring and Summer.
Dr. Cundiff demonstrated the new web page for Floyd College. He stated that an
average of 58,000 people access it per day. He discussed the virtual bookstore and on-
line registration. Nebraska Bookstore will drop ship books to students.

Reports of Committees:

Curriculum Committee: Student Petitions for Course Substitutions
Course Substitution Petitions considered and actions recommended are as listed:

1) Aloua Davis, Teacher Education major. Substitute EDUC 2104 for an
   Education elective. Petition was APPROVED.
   The Committee's decision was to APPROVE petition and to accept transfer
   POLS grade of D for legislative requirement.
3) Angela L. Mashburn, Nursing major. Substitute PSYC 301 from State
   University of West Georgia for PSYC 215. Committee determined that this
   substitution is not needed since PSYC 301 was accepted as transfer credit.
4) Mitchell Shane Ratliff, Law Enforcement major. Substitute CRIM 2411
   for LAWE 173. Petition was APPROVED.
5) David R. Robertson, Jr., Computer Science major. Substitute CSCI 231
   for CSCI 221. Committee APPROVED (semester transition-based approval).
6) LaWanda Smith, General Studies or Health Information Management
   major. Ms. Smith submitted four petitions:
   A) BIOL 212 for BIOL 103, NOT APPROVED.
   B) BIOL 213 for BIOL 104, NOT APPROVED.
   C) BIOL 261 for BIOL 103, NOT APPROVED.
   D) MATH 171 for MATH 114, NOT APPROVED.
7) Emily Long, Education for Paraprofessionals major. Substitute ASTR
   1011K for PHSC 1011K. Petition was APPROVED so long as the student takes
   the second course in the astronomy sequence to complete the requirement for a
   science sequence.
8) Angelyn A. Stanley, Human Services major. Substitute PSYC 202 from
   Dalton College for SOCI 1110. Committee decided to direct this petition to Mr.
   McKeel for advice on a more appropriate substitution and to accept his
   recommendation. Ms. Welch and Dr. Elifson were authorized to handle this
   petition on the Committee's behalf based on Mr. McKeel's advice. TABLED.
9) Jacqueline Grandy, ASL/ITPT major, also submitted four substitutions
   which generated much discussion. Ultimate decisions were:
   A) EDUC 617 from Columbus State University for SOCI 110.
   APPROVED.
B) COU 410 from Florida State University for SPCH 208. **APPROVED.**
C) PE 100M from Gulf Coast Junior College for HPER 101. **APPROVED.**
D) HMP 579 from Florida State University or SY 203 from Gulf Coast Junior College. **NOT APPROVED.**

Committee recommended taking Social Problems at Columbus State University as transient student. Catherine King asked if Jacqueline Grandy (#9) knows that she has to take HPER 102. Wendell Barnes said that she already has a Masters Degree and is working for the Interpreters Certificate.

The committee changed recommendation on #7 (Emily Long) to **NOT APPROVED** after these petitions were distributed because that particular degree requires a science sequence.

All petitions were approved with no opposition.

**Statutes and Faculty Affairs Committee:**
Fred Green presented two nominations from the committee. Vera Brock to serve as faculty representative on the Instructional Council and Leigh Callan to replace Dr. Trimble on the Grievance Committee. With no discussion, all approved.

**Work Group on Intellectual Property:**
Tom Berry reported that the Intellectual Property report is finished and will be sent to the Faculty Affairs Committee, the faculty, and then on to administration.

**Library Committee:**
Ken Anderson had no report.

**Academic Progress Committee:**
Laura Mussewhite had no report.

**Student Affairs Committee:**
Margaret Davis reported that the budget for Student Life requested $35,000 for SGA and finally went to Dr. Cundiff to make the decision.

**Instructional Council:**

**Administrative Withdrawal Policy**
Dr. Elifson called the faculty's attention to the administrative withdrawal policy: *If a student registers for a class and does not attend class for two consecutive weeks beginning with the first class meeting, and does not initiate withdrawal, the student will be administratively withdrawn and a grade of “W” will be recorded on the student’s transcript.*
The Instructional Council recommends rescinding this policy. According to attorneys in the Regents' Office, students have the right to continue enrollment in classes. If we wish to implement a similar policy and withdraw students once we have contacted them and have their consent to be withdrawn, we could do so. We believe the logistics associated with such a policy are prohibitive. The motion to rescind the policy passed.

**Maymester Calendar**
1999 Maymester Schedule is as follows:
Registration: Monday May 10
First Day of Class: Tuesday May 11
Drop/Add: May 11, 12
Midterm: Thursday May 20
Last Day of Class: Thursday May 27

Exams: Friday May 28

Clock Schedule: 3 credit hour classes

13 class days for 2250 minutes. Exam day is not counted in 2250 minutes. Each class includes a 15 minute break period.

MTWRF 8:00 am – 11:10 am
11:25 am – 2:35 pm
6:00 pm – 9:10 pm

Clock Schedule: 2 credit hour classes

13 class sessions for 1500 minutes. Each class includes a 9 minute break period

MTWRF 8:00 am – 10:05 am
10:20 am – 12:25 pm
6:00 pm – 8:05 pm

Election of Committees
Dr. Elifson presented the slate of candidates for committees of the Faculty. She announced that recommendations for committee memberships were made by the Instructional Council and asked the person whose name appears last in alphabetical order to convene the committees to elect a chair. A slate of nominees was approved. A copy of college committee memberships is attached.

Information Report on Evaluations and Pre-Tenure and Post-Tenure Review
Pre-Tenure committees are identified and candidates should have materials to division chairs by October 1. Evaluation of process is underway by the Statutes and Faculty Affairs Committee. Post-tenured candidates have been notified of eligibility. Nominations for post-tenure review committee will be by e-mail and election by electronic ballot.

Information Report on Transfer of Credit
The University System is developing policies for students who transfer to four-year institutions. The policies have been reviewed and an ombudsperson will be named for each institution to moderate such issues. We will now be in a position to review credits from unaccredited institutions.

Adjournment
Meeting adjourned at 4:50 p.m.
FACULTY MEETING
MINUTES
APRIL 11, 2000

The faculty meeting convened on April 11, 2000, at 3:00 p.m. in Room 136, Lakeview Building. Dr. Joan Lord convened the meeting and announced that the next meeting of the faculty would be May 2, 2000, and among the items on the agenda would be an action item related to eCore. She then called upon Jeff Patty and Rob Laitrello for an announcement about network security. Rob and Jeff indicated that the Floyd College network is now complicated enough to warrant significantly more caution in protecting it from security breaches. They requested that the faculty begin immediately to use more sophisticated passwords in order to prevent unauthorized entry into any portal of the network. They provided examples and indicated that a follow-up e-mail would give specific directions.

Dr. Lord followed with two brief announcements. She indicated that the Regents’ central office will develop guidelines on faculty sick leave. Now that sick leave accrual has a significant monetary value for those on the Teachers’ Retirement system, it is important that all faculty have guidelines on reporting sick leave to assure consistency. She also announced that the Regents’ central office and the Governor’s office have undertaken a benchmarking initiative. As part of this initiative, fifty-one two year institutions outside the state of Georgia has been identified as being similar to the thirteen two year institutions within the state. Data from the thirteen Georgia institutions and the fifty-one other institutions will be compared to determine how Georgia’s institutions fair from a national perspective. Each institution has been invited to identify fifteen from among the fifty-one institutions for more specific comparison. Jack Bishop in the Institutional Effectiveness Office is examining the fifty-one institutions and will help us choose fifteen for an institutional level comparison.

Dr. Lord then called on Jack Bishop the new director of the Institutional Effectiveness office to introduce himself and identify the projects underway in his office. Jack indicated that the first priority in his office is the development of a report on the ITP project. He noted that focus groups have been conducted over the last several months with faculty, staff and students. He indicated that a currently-enrolled-student survey will be distributed before the end of the semester. He indicated that this survey would be become routine as it is expected administered every year. He told the faculty that he had considered adding an array of technology questions to the survey but had rejected that idea because it would make the survey too long. He will choose sections randomly to be administered the survey and therefore it is unlikely that any one section will be called upon to administer both surveys. He also noted that the student course evaluation form is being revised and his office has been called upon to provide technical advice. He indicated that he and John Reiners had been called upon to edit and bring up-to-date and policy and procedures manual for the institution and he reminded the faculty that his office provides support for program reviews. He noted that the faculty will be surveyed on two issues in the future. They will be surveyed on ITP issues as a part of the final report of the ITP project and they will queried as to their membership and community organizations. He indicated how important it is for the college to know where faculty is providing leadership in the community so that it understands its informal communications network.

Committee Reports
1. Dr. Lord called upon Pat McCord to provide the report from the Capital Improvements Committee. Pat noted that on the capital projects list, the Floyd College campus in Bartow County had moved forward on the list. It has been granted funding for the architectural fees during the coming fiscal year and construction monies are likely to be appropriated in the next fiscal year. He provided an update to the faculty on the major renovation and repair projects that have been undertaken during the current year and those that are being
requested for next year. The major project for next year include reroofing the Walraven Building.

While Mr. McCord had the floor, he also reported on Item V: Laptop Fees and Fines. He indicated to the faculty that a proposal is under consideration to provide a fee adjustment for students who bring their own laptop computers. This new fee structure could be implemented as soon as fall semester 2000. Students would be required to have a machine comparable to that provided by the faculty, they could either provide their own ISP or make arrangements with the college for ISP services, and they would have to provide their own hardware support. He also noted that Floyd College will be moving to a fine and penalty structure similar to that of Clayton State with regard to return of laptop computers. He noted that the current $25 fine is inadequate to insure that students will return their computers within 24 hours of their final exam. The new structure will maintain a $25 fine for three days following the last day of final exams but then escalate to $100, $200 for a maximum of $300 if the machine is not returned within three weeks.

**Curriculum Committee**

Dr. Lord indicated that the consensus of the Curriculum Committee was to begin presenting petitions for course substitutions by students as a consensus item with the detailed information being sent to the faculty in advance in an email message. She indicated that no faculty had requested that a case from the current list of petitions be extracted for discussion and she presented a motion on behalf of the committee that the curriculum substitutions be accepted as presented.

- a. Kimberly S. Mobley – Nursing major – Requests NSG 301 for Allied Health 2202
  APPROVED

- b. Kerry L. Cox – Early Childhood Ed. major – Requests MATH 2205 for Area D elective– Because he is taking statistics now to count in Area D, this course can count in Area F. TABLED

- c. Amanda Duncan – Early Childhood Ed. major – Requests PSYC 2165 for Education elective – APPROVED

- d. Tara Cain Florio – Early Childhood Ed. major – Requests MATH 2205 for Math/Science elective – APPROVED as semester transition

- e. Johnny Vina – Computer Science major. Requests BIOL 1010K, CHEM 1151K @ New Mexico State and PHYS 1111K for science sequence. NOT APPROVED because Floyd College requires science sequence.

- f. Jennifer Leigh Wright – Middle Grades Ed. major - Requests PSYC 2165 for EDUC 2104 in Area F. APPROVED but must pick up EDUC 2104 on her own at State University of West Georgia

She then reviewed curriculum changes that are recommended by the curriculum committee. She reviewed each briefly and called for a vote on each independently.

- a. Approved waiver of SAT requirements for students with Bachelors degrees into the Nursing program.

- b. Approved course proposal for Principles of Human Nutrition as a PHED course from Ken Weatherman.

- c. Approved cross listing of existing SOCI 2145, Sociology of Death and Dying, with new PSYC 2145, Psychology of Death and Dying.

- d. Approved prerequisite changes for non-majors science courses:
  MATH 0097 should be the prerequisite for the following:
  BIOL 1010K
  CHEM 1151K
  BIOL 2121K
  GEOL 1121K
e. Proposal from math instructors that MATH 2205 (Foundations of Number Systems) be listed as an elective in Area D for non-science, non-math majors. The vote was unanimous.

Each item was approved.

**Statutes and Faculty Affairs Committee:**

Dwight Cassity reported for Donna Miller on the activities of the Statutes and Faculty Affairs Committee. He noted that the committee believes the concept of the Faculty Academy is a good one. The committee believes that many components for the faculty academy already exist and these could be successfully coordinated. He identified several areas for curriculum considerations for the academy, and he noted whether the committee questioned whether the academy requirement should be 135 hours of activity. He then reported that the committee supported development of guidelines for promotion and tenure so that faculty would have clear understanding of their requirements. He noted that any change in the promotion and tenure review process would require statutes change and therefore would be a lengthy process. He added that a peer review component would be a welcomed addition to the promotion and tenure process but again noted that a statutes change would likely be required and once again it would take some time to accomplish.

**Library Committee:**

Debbie Holmes reported for Beth Harrison. Debbie noted that the library is currently undertaking a program review. As part of that deliberation, it became apparent that two new policies are needed for the library. One involves student misconduct and the other involves internet access policy. She noted that policies will be forwarded to the Instructional Council and will come to the faculty in May as an action item.

**Student Affairs Committee:**

Jon Hershey reported that the Faculty Affairs Committee had developed a proposal for the change in the activity period. He noted that the 1½ hour currently set aside on Tuesdays and Thursdays has not been successful in generating student activity. Many students leave campus during that period of time and many have expressed frustration at not being able to wait the 1 ½ hour between classes and unsuccessful at getting all the courses they need on Tuesday/Thursday mornings. The Student Affairs Committee proposed to shorten the activity period to 45 minutes and have it occur from the time the second morning class ends at 10:45 until the time the third morning class would begin at 11:30. Dr. Lord called for discussion and Harvey Moody offered an amendment to the proposal. He proposed rather than shorten the activity period to 45 minutes that it be eliminated all together. The motion was seconded. A lengthy discussion ensued and raised issues about retention, student involvement in the decision, faculty advisor involvement in the decision, and other alternate proposals. A voice vote was taken on the amendment to the main motion and it was indecisive. Dr. Lord called for a hand vote and the substitute motion failed to carry. She then called for a vote on the main motion by show of hands and it carried.

**Academic Progress Committee:**

Frank Minor reported for the Academic Progress Committee and noted that the committee had considered 13 dismissals 2 of which it appealed. Each of the appeals had been approved. He noted that 38 students had been placed on probation.
Instructional Council:

Dr. Lord presented a petition from Judy Reider for a waiver of the residency requirement. Ms. Reider is a student at North Metro Tech in a cooperative degree program and Dr. Lord noted that in similar cases the faculty have been willing to waive the residency requirement in the past. The Instructional Council recommended approval. The faculty voted to accept the petition. Dr. Lord then reported that the Matriculation Project continued in the planning stages. It appeared that each faculty would be called upon to provide eight units of advising or substitute activity over the next academic year. By May 1st the schedule of activity would be made known to the faculty and they would be able to indicate their preferences. Dr. Lord also indicated that the Instructional Council would be preparing a slate of committee nominations for faculty meeting on May 2nd. She encouraged committees to get organized during late spring so that they would be ready in late August to begin their agenda.

Institutional Effectiveness:

Leigh Callan reported on behalf of the Institutional Effectiveness Committee. The committee has spent considerable time in discussing the "Gardner Project" in determining what role Floyd College would play, if any. She noted that the committee had decided to recommend undertaking a project related to retention. If the project identified complied to the requirements of Gardner's project then Floyd College would participate in that endeavor. Otherwise, it would not. She noted that the committee had narrowed the range of potential projects to a relative few and requested of the faculty help in prioritizing those projects.

Health and Safety Committee:

Dr. Lord reported for Donna Miller on the activities of the Health and Safety Committee. She noted that the smoking policy has been tabled for the present time.

Dr. Lord provided an update on eCore. She presented a Powerpoint presentation which included discussion of the student learning outcomes upon the curriculum will be based, the course array, the financial structure for eCore, and the academic governance structure for eCore. She indicated that she would make the Powerpoint available to all faculty.

Status of 2000-2001 budget:

Dr. Lord indicated that we do not have budget figures for the upcoming year, but that the budget picture for the University System is brighter than anticipated. We expect that Floyd College will benefit from this positive outcome to the legislative session. She noted that most prognosticators are projecting that the following year will not be as dismal as some had earlier projected but that it is too early to draw back from the College's conservative position with regard to the 2001 budget year.

Having completed the agenda, the faculty moved for adjournment. The meeting adjourned at 5:40 p.m.

Respectfully submitted,

Glenda Collier
From: JOAN LORD  
Sent: Monday, May 01, 2000 5:45 PM  
To: FULL TIME FACULTY ON ALL CAMPUSES (E); ADMINISTRATIVE COUNCIL  
Cc: GLENDA COLLIER  

Colleagues: Below is an annotated meeting agenda for tomorrow. I hope it helps sort through the issues. There are many attachments. I'll have paper copies for you at the meeting to share — but you'll have your very own in electronic form herein!  

Faculty Meeting Agenda -- Annotated  
May 2, 2000  
3:00 p.m.  
Heritage Hall Nursing Annex, Cartersville, and Waco  

I. Minutes of previous meeting 4-11-2000  
   To be distributed tomorrow  

II. Announcements  

III. Student Affairs Committee — Jon Hershey  
   Action Item: amendment to activity period schedule  
   A proposal has been submitted to make an exception to the activity period schedule for science courses with labs. The Student Affairs Committee will present this proposal.  

IV. Curriculum Committee  
   a. eCore — Dr. Lord  
      Action item: consider eCore framework  
      Below you will see three attachments: (1) Student Learning Outcomes — these are FC's student learning outcomes  
      (2) Matrix of SLO's..." — these are the proposed Student Learning Outcomes for eCore  
      (3) eCore Areas A-E... — this is the list of courses to be offered through eCore  
      I ask that you review the proposed learning outcomes against those we require at Floyd and that you look specifically at the course array.  
      You might want to bring a catalog to the faculty meeting.  

5/2/00
The recommendation from the curriculum committee is that FC endorse the framework developed to date for eCore. This will mean that we will continue to be identified as a home institution and that we will offer the first array of courses (the six under current development). We'll review all the courses as they are developed.

b. Course Substitutions: Tonya Womack: Substitute Calculus for EDUC 2105 for secondary teacher education (in mathematics). EDUC 2105 will no longer be required in teacher education AREA F. The Committee recommends approval.

c. Dental Hygiene: Add to Dental Hygiene admissions requirements that applicants submit documentation for 30 hours of observation (at least 15 hours with a hygienist) in a private dental practice. The Committee recommends approval.

d. North Metro Tech program review: Hotel, Restaurant and Travel Administration has been reviewed and found to meet SACS requirements for Collegiate Level.

e. Physical Education: Provide option for students with carry over credit from the quarter system to take PHED 1010 for one hour credit to fulfill their 2-hour PHED 1010 requirement. This is a last-minute proposal and therefore comes without formal endorsement.

V. Instructional Council – Dr. Lord

a. Action item: consideration for student petition for waiver for residency – Brian Duvall

This student is in a cooperative degree program with North Metro Tech. He will be one hour short of the Floyd College residency requirement but will satisfy SACS minimums. He is short because he brings transfer credit from Southern Tech – a University System sister institution. We have routinely approved these petitions. The Instructional Council recommends approval.

b. Intellectual Property Policy

Attached is the Intellectual Property Policy proposed by the Statutes and Faculty Affairs Committee. The Instructional Council reviewed the policy and is recommending it to the faculty with one change. The appeal process outlined at the end creates a "loop." The Committee that reviews and recommends the assignment of intellectual property "ownership" reports to the president. In the event that the faculty member wishes to appeal, the appeal goes to the president. The Instructional Council recommends that this loop be eliminated. Tom Berry, who worked closely on the document, agrees he committee report to the vice presidents collectively. Then any decision of that group can be appealed to the president.

Because of the nature of this document, the IC recommends that voting on this policy be delayed to Fall semester so that everyone has a chance to review it carefully and discuss it fully.

c. Signatures on Drop Slips

The Enrollment Management Committee (a subgroup of the Instructional Council) has recommended that we change our signature requirement for students who wish to drop a class. We now require the instructor's signature. The proposal is to allow center
directors, advisement coordinators, and certain professionals in Enrollment Management to sign drop slips so long as they advise students using a checklist. Both the policy statement/rationale and the checklist are attached. Students have often had a difficult time tracking down faculty members once they have quit attending classes.

d. Academic Calendar

Attached is the academic calendar for Fall and Spring semesters. We will talk some about the placement of spring break. The thought of the committee is that it should fall after 7 or 8 weeks so that 7 or 8 weeks remain. There is an informal request that it fall this coming spring after 9 weeks so that a trip might be coordinated between Floyd students and other area colleges.

VI. Committee membership election and post tenure election review committee

The ballot is attached; nominations from the floor will be accepted as well. We will delay the vote on the post tenure review committee as that committee is to be formed in the Fall – unless someone moves that we suspend that stipulation and elect the committee now. Representation is by Division.

VII. Report from the Library Committee

Action item: consider two policies presented first at the last faculty meeting

Debbie Holmes presented these policies at our last meeting and we should be ready to take action.

VIII. Matriculation project – Update from Carol Callahan

IX. Graduation candidates – Marsha Welch

Marsha has already distributed the list of candidates for graduation.

X. Strategic Group Report

A revision of the Institutional Goals is attached. They will be discussed briefly and considered further in the Fall.
The Floyd College faculty met at 1:30 PM in room 200, on April 24, 1989. Present were: McCorkle, Walraven, Melton, Boyd, Anderson, Berry, Billingsley, Blalock, Blosser, Borchardt, Bowers, Bowman, Browder, Callan, Casey, Cassity, Cheadle, D. Cook, J. Cook, Davis, Dillard, Evans, Green, Hays, Johnson, Johnston, Kemper, Kerr, McCoy, McKeel, Moshier, Mott, Nolen, Nora, Pullen, Robinson, Shelton, Shepherd, Sims, Singleton, Starnes, Strucher, Trimble, Weatherman, Whitlow, S. Whitworth, and Wright.

Following a brief word of greeting by Dr. McCorkle, Dr. Walraven announced that Floyd College soon would be advertising 10-15 faculty positions, some of these positions new and stemming from our new off-campus center at North Metro Tech. Other advertisements stem from retirements and resignations. "Who is leaving?" Dr. J. Cook asked. Dr. Walraven replied that announcements would be made later when formal letters of resignation are all received. "Not to worry," said the Dean. "If you are leaving, you already know it. "The Dean then launched a discussion of the Memorandum of Agreement that now exists between the Board of Regents and the State Board of Technical and Adult Education regarding cooperative programs offered jointly by University System units and vo-tech school. Floyd College will offer programs in business, secretarial science and electronic technology on the North Metro campus when they open in October of this year. The memorandum's mudsill, said the Dean, is "Whatever you can work out, work out." The agreement allows for no duplication of courses by one institution over another. Joint degrees call for 25 hours of general education, the purview of FC. Transfer of credit will be left up to the individual receiving institution.

Another new off-campus development is summer quarter courses for the first time at the Etowah Center in Cartersville. Etowah students will be studying sociology, music, and golf.

Floyd College will maintain quality control over its own academic standards, courses, and instructors Dr. Walraven stressed. This means that Lake Policies-type instructors may teach a bit at Etowah and North Metro and vice versa. Certain faculty will be shared between North Metro and Etowah, he continued. The Indians may not win this one, either.
The big moment of the meeting came with the presentation of a new class schedule (see attachment) approved by the Executive Committee at its April 10th meeting for presentation to the full faculty at this time. The basic menu of this schedule, based loosely on new schedules at Kennesaw State College and other institutions, would provide attractive schedule flexibility for certain students. The schedule, the product of an Executive Committee sub-committee composed of D. Cook, Pullen, and Shelton produced a flurry of discussion.

Dr. Berry noted that the schedule change would constitute a huge gamble but would definitely benefit certain working students. Mr. Boyd commented that the proposal did not allow enough time for student activities. Mr. Shelton believed that the strength of the proposal centered around its flexibility provided that enough sections of each class could be offered through the schedule range. Dr. Starnes questioned the effect of this schedule on joint enrollment students. Dr. Kemper suggested that the day schedule be separated from the night schedule (which involves re-opening Wednesday nights to classes). A successful Kemper-Pullen-D. Cook motion then approved the nighttime portion of the proposed schedule.

Discussion then swirled around the daytime schedule.

Dr. Dillard remarked that 85 minute classes might be OK for some faculty but hard on many students. The longer period might make more difficult communication between and among faculty.

Ms. Bowers saw a definite advantage for older students who need more schedule flexibility. She also noted that similar schedules were operating successfully at Georgia State and Mercer.

Ms. Johnston spoke for the change from the student's point of view. Ms. McCoy spoke against the proposed change from the student's point of view. Dr. Walraven commented on the pain of change. Dr. David Cook spoke the change, saying that it gave students in certain classes one day between class sessions so their thoughts could incubate. Ms. Davis said the change would be bad for her Math students who could not incubate. Mr. Sharp said he saw no problem with his Math students. Ms. Billingsley said that Developmental Studies students were hard to handle in fifty minutes.
Eighty-five minutes might be quite a tough stew to stir. Dr. Walraven noted that the College could always change back if the schedule didn't work out. Dr. Borchardt asked if the College had surveyed a significant number of students about all this. Dr. Walraven replied that this new schedule was aimed for a new group of students not now enrolled. Dr. Cassity suggested a trial balloon with just a few courses. Dr. Trimble felt that night students are more mature and could adopt to this type schedule more easily. Dr. Jim Cook wondered if the College could successfully swing 8:00 AM classes. Mr. Cheadle felt that we should try some afternoon classes before implementing this schedule.

A Pullen-D. Cook motion to approve the schedule for Fall, 1990 was defeated but not by a landslide. A Pullen-Berry motion to approve the schedule for Fall of '89 was narrowly defeated.

Finally, a D. Cook-Bowers motion passed, providing for the appointment of a committee of faculty members to study the situation, to allow individual faculty members to study the situation, to give individual faculty time to system-atically solicit student opinion on this, and to report back to the full faculty in the Spring of 1990 for ultimate implementation in the Fall of 1990, and to do other things. The motion passed.

A motion by Drs. Pullen and Trimble approved the chronologically outstanding minutes of the Curriculum, Admissions & Academic Placement, Academic Progress, and Student Affairs Committees.

Adjournment came at 2:50 PM.

Respectfully submitted,

Hubert H. Whitlow
Librarian

HHW/hs

McCorkle opened the meeting with a brag and a thanks. The College has received a letter from Edgar L. Rhodes, Chairman of the Board of Regents of the University System of Georgia, complimenting the institution on many of its accomplishments during the past year. Dr. McCorkle then extended the brag to Dean Walraven and the University System committee he heads that is charged with establishing working relations with vo-tech schools. Dr. McCorkle closed his formal remarks by introducing the College's new public information officer, Mr. Scott Whitaker.

Mr. Kerr announced an upcoming Probe Fair this Thursday. Twenty four-year colleges and two universities will set up recruiting booths in the Student Center. Students interested in a world after Floyd should gander by and glean what they can.

Mr. Kerr turned to the Floyd College partnership with McHenry Elementary School. This partnership is designed to introduce McHenry students and parents to the importance of getting a good education and to give the children a desire for post-secondary education. Helping these people means our making contact with them. It means the utilization of training, hobbies, and/or special interests. It may mean a story hour for a group or a birthday card for an individual. Imagination is in order here. Floyd College faculty and staff may contribute as individuals and/or as members of a unit of the College. The McHenry school partnership Committee, like God, will eventually be in touch with all.

Mr. Shelton, equally expressive, announced several upcoming, on-campus, high school basketball games and warned of possible parking problems. August 5-8, he continued, are the dates when a SACS team will be on campus to scrutinize our off-campus center at Acworth. Dr. McCorkle, once again
in the brag mode, noted that the follow-up report to SACS from our last visitation, a report engineered chiefly by Mr. Shelton, has so satiated SACS that no further reports will be called for from that particular visit.

Mr. Boyd talked about campus security. He reported that there have been more fights on campus (between student types, not between the Dean and Mr. Melton) this year than in the entire history of the school. Some people blamed this on the retirement of Mrs. Elsie Washington, a professor who could put down the meanest. Others thought it a sign of the post-Reagan nineties. Mr. Boyd requested that student type fights be reported to campus security immediately and then to the appropriate campus office. A card will be distributed to faculty and staff listing appropriate names and numbers. Along the same line, Mr. Boyd discussed the drafts of two letters designed to be mailed to on-campus student fighters and to on-campus non-students who are caught on campus fighting. Both are to be sent registered mail. Both letters, to be signed by the President, threaten suspension, barring from campus, and the issuance of criminal warrants. The Dean suggested that no faculty or staff (except security) actually attempt to break up a fight. There was no dissent.

Mr. Pound briefly discussed the impact on Floyd College of the newly increased minimum wage which goes to $3.80 on April 1st. Since budgets will remain the same, the number of hours of student assistant employment will decrease accordingly.

Mr. Pound then spoke for the Admissions and Academic Placement Committee. At issue is a proffered course, tentatively called Floyd College Studies 101, a course to transcend all courses presently taught at the College. FC 101 will cover such areas as applying for financial aid, proper methods of study, using information resources, writing papers, etc. If offered, the course will count two institutional hours but later will be required in all transfer programs. The course will have a faculty-student ratio of 20 to 1 and will be under the general supervision of Phyllis Weatherly and Margaret Davis. Participating faculty will be introduced to teaching the course in an intensive, retreat-type workshop.

Margaret Davis commented that the course would mean hard work for both instructor and student, but a 2-1/2 day in-service training period would prepare any interested instructor
to teach the class. Mr. Boyd observed that Phyllis Weatherly has experience in organizing and teaching such a class, and that she will be a valuable asset in developing the course.

Dr. Kemper inquired if classroom space would be a problem, considering the large number of sections that would eventually have to be offered. It was noted that additional classroom space will be available with the completion of the administrative annex and the vacated office space in the B-building. Dr. Wallraven also mentioned the possibility of changing the schedule to allow for a 12:00-1:00 class period, which might free up some rooms.

The question of compensation for teaching the course was a sticky point. The Dean stated that options included possible release time and overload pay (for nine-month faculty), but the most likely approach would be one of volunteerism. Several concerns with this approach were voiced by Dr. Pullen and others. There is no budget allocated for the course, and release time creates the problem of either hiring part-time faculty to pick up the slack, or reducing the number of sections and different courses offered within each division.

Dr. Trimble noted that he has had difficulty recruiting instructors for CL090, and that with the present level of faculty commitment it would be impossible to require CL090 of transfer students in their first or second quarter here. Mr. Cheadle pointed out that CL090 will continue to make demands upon faculty work load. Most instructors are given release time for teaching CL090.

Mr. Anderson observed that lack of faculty commitment to the course was not a matter of altruism, it was a matter of survival when some course sections are numbering 40 to 50 students. Dr. Dillard wondered if students would be willing to take the course, since it is not transferable and previous attempts at study skills workshops have had a very low student turnout. Ms. Weatherly pointed out that there is an effort underway in the System to make college orientation courses transferable. Adrian Bowers commented that some indication of whether the faculty thought that we should be offering such a course (provided that organizational details can be worked out satisfactorily) would be helpful, and the Dean asked for a show of hands. There was a large positive response. In view of this, Mr. Pound requested division heads to review the proposal with their faculty, then route written comments to him within the next two weeks.
Moving on to other matters, the Dean reminded the faculty that if inclement weather induces an instructor to cancel a class, the office of Admissions and Records should be advised (since it is the office that students are most likely to call). The Dean then spoke briefly about the PEACH program, which is an experimental workfare-type program similar to the JTPA program. PEACH is organized through the financial aid office. Dr. Walraven also noted an industry trend toward more interest in educating its employees.

Moving on to proposed programs from the Curriculum Committee, the Dean pointed out the A.A.S. degree program in law enforcement and the certification/degree program in respiratory therapy with Coosa Valley Tech. He briefed the faculty on changes in the joint degree programs with North Metro and Coosa Valley. Mr. McKeel moved that the faculty accept all committee minutes listed on the agenda, and the motion passed.

Dr. McCorkle then introduced Dr. Jim Cook, who chairs the Statutes and Faculty Affairs Committee, which has developed a questionnaire for evaluation of campus administrators. Each division has a liaison on the Committee, who will deliver the questionnaire and will pick them up in one week for delivery to Dr. McCorkle. The President will then discuss the results of the evaluation with each administrator.

The meeting was adjourned at 4:10 PM.

Respectfully submitted,

Hubert H. Whitlow
Secretary

HHW/hs

*My thanks to Chet Wright for his help with these minutes during my absence the last half of the meeting.
Faculty Meeting
February 19, 1990 --- 2:00 p.m.
Room B-200

AGENDA

I. Call to Order ......................... Dr. McCorkle
II. McHenry Partnership .................. Mr. Kerr
III. Security .............................. ?? ? ? ?
IV. Floyd College 101 .................... Mr. Pound
V. Comments .............................. Dr. Walraven

Approval of Faculty Meeting Minutes for April 24, 1989, and September 18, 1989.

Approval of Standing Faculty Committee Actions.

A. Executive Committee
      a. Waiver of 5 hours for Stephen Van Horn and
         Johnny Drake due to change in data processing
         program with CVT.
      b. Waiver of 30-hour residency requirement and
         accepting two D grades in PED courses from
         Rochester Institute of Tech for Matthew
         McGowan, an engineering tech major.
   2. Meeting of January 22, 1990 --- No actions requiring
      faculty approval.

B. Curriculum Committee
   1. Approval of miscellaneous student substitution
      petitions.
      a. Core Curriculum Changes requested by 9/6/88
         letter from the Regents' Office.
      b. Approval of new nursing courses, Nur 148, Nur
         149, Nur 171, and Nur 190.
   3. Approval of PSY 290, Test & Measurement, 5-0-5.
      a. Approval of Respiratory Therapy Technician
         Program with CVT.
      b. Approval of CL 080, Computer Keyboard Usage,
         0-4-2.
      c. Approval of ACC 171, 172, & 173, each 2-6-5,
         (bookkeeping courses) and BA 202, History of
         American Business, 5-0-5, all non-transfer.
      a. Approval of Associate in Applied Science Degree
         program in Law Enforcement.
   a. Designated PSY 215, PSY 222, and POL 222 as core curriculum courses and approved them as core courses for Area IV.
   b. Approval of new nursing course, Nur 191.
   c. Approval of updated programs with CVT (see handouts).

7. Approval of updated programs with NMT (see handouts).

C. Admissions & Academic Placement Committee
1. Meetings of September 18 and December 5, 1989 --- No actions requiring faculty approval.

D. Academic Progress Committee

E. Library Committee
1. Meeting of September 18, 1989 --- No actions requiring faculty approval.

F. Statutes and Faculty Affairs Committee
1. Meeting of September 18, 1989
   a. Selection of Betty Franklin to serve as "at large" faculty representative on the Executive Committee.

G. Student Affairs Committee
   a. Acceptance of SGA candidates.
   b. Selection of Leadership Award and Spirit Award recipients for AY 1988-89.
   a. Presentation of resolution regarding designated smoking areas.
3. Meeting of September 18, 1989 --- No actions requiring faculty approval.
   a. Approval of SGA Candidates.

H. Public Service Committee
1. Meeting of September 19, 1989 --- No actions requiring faculty approval.
Faculty Meeting Minutes  
Monday, November 21, 1994

The business session of the faculty meeting was called to order by Dr. Vardemann at 4:00 p.m.

I. Remarks: by Dr. Cundiff

Chancellor Portch is moving towards a clearer delineation between certificate programs with no transfer value and AA and BA transfer programs.

Coosa Valley Technical Institute programs may change in terms of our involvement in the case of programs with no "transfer mobility".

Four year schools and Universities may raise admission standards and more students will be funneled through two year schools.

The Curriculum Committee will meet again December 7, 1994. Time and place to be announced.

II. Nomination for Faculty Emeritus Status:

M/S/C (J. Cook, Shelton) nominated Richard Hayes for emeritus status by the Board of Regents.

III. Revised Statutes (Discussion/Ratification):

M/S/C (J. Cook, Nolen) move to adopt statutes as so far presented.

First reading of several suggested amendments to the statutes as follows:

1. by Ken Anderson to delete the list from D #7 and replace with the phrase "on grounds irrelevant to merit and performance".

2. in part K/C/#1 add the phrase, "coordinator for Academic Computing shall be member of Computer Committee of College."

3. coordinators of off-campus centers added to Instructional Council.

4. in section JF1 add "the Director of Student Activities is to be an ex-officio member but not chair of Student Affairs Committee."

M/S by (Billingsley, Brennan) to vote today on #1 only and vote on the others at the next faculty meeting.
There was some discussion. Dr. James Cook pointed out that the statutes required that all proposed amendments to the statutes be brought before the faculty by the Statutes and Faculty Affairs Committee for a first reading and not voted on until the next faculty meeting at least five days later. It was mentioned that Mr. Anderson's motion in various forms had both passed and failed twice in the Statutes and Faculty Affairs Committee and had been read in its current form in the last faculty meeting but without being presented by the Committee. Dr. Brennan noted for the record that she had submitted eight comments to the Chair of the Statutes and Faculty Affairs Committee but that only one had been presented officially to the Committee.

The motion was ruled out of order by Dr. Vardemann. Faculty will meet Monday, November 28, 1994, at 2:00 p.m. in the Quiet Dining Room to vote on the amendments. Dr. Vardemann offered to accept proxies from faculty members who cannot be present at that meeting.

Approval of Faculty Meeting minutes for October 12, 1994 by Berry/Nora.

A. Actions at October 27, 1994 meeting of Curriculum Committee
   Student Substitutions:

   M/S/F (King, Weatherman) to deny A1 #4
   M/S/C (Nora, Trimble) to accept A1 #1-3, 5-12
   M/S/F (Shelton/King) re: A1 #4, reject Phy. Ed 100 - 200,
   accept Phy. Ed. 101 and 201.
   electives.

   Other Actions at October 27, 1994 meeting of Curriculum Committee:

   M/S/C (Sharp/Singleton) accept A #2-4, #6 and B #1 from
   November 1, 1994 meeting.
   M/S/C (Jaynes/McCoy) accept A #5
   M/S/C (Babin/Berry) accept A #7

B. Actions of the Curriculum Committee at November 1, 1994
   meeting

   M/S/C (Daughtery/M. Johnston) accept B #2
   M/S/C (Bowers/Cassity) accept B #3
   M/S/C (McCoy/Singleton) accept B #4
   M/S/C (M. Johnston/Perry) accept B #5 & #6
   M/S/C (Babin/Brennan) accept B #7
   M/S/C (Starnes/Perdue) accept B #8 thru #11

   The meeting was adjourned after 5:00 p.m.

Respectfully submitted,

[Signature]

Faculty Secretary
Faculty & Staff Meeting  
Monday, November 21, 1994  
3:00 p.m. -- Gym  

AGENDA FOR FACULTY BUSINESS SESSION  

I. Remarks .................................. Dr. Vardemann  

II. Nomination for Faculty Emeritus Status ........ Dr. J. Cook  

III. Revised Statutes (Discussion/Ratification) .... Dr. J. Cook  

IV. Standing Committee Actions .................. Dr. Vardemann  

Approval of Faculty Meeting Minutes for October 12, 1994.  

Approval of Standing Faculty Committee Actions.  

A. Curriculum Committee – Meeting of October 27, 1994  

1. Approval of student substitution petitions (see next page).  

2. Approval of GLY 103, Physical Geology, 4-2-5,  
Prerequisites: EDU 020, ENG 020, and MAT 019 or  
satisfactory placement scores. Approval of GLY 104,  
Historical Geology, 4-2-5, Prerequisite: Physical  
Geology. May be used in Area II and appropriate Area  
IV’s.  

3. Approval of BIO 224, Entomology, 3-4-5, Prerequisites:  
BIO 104 or BIO 122. May be used as Area II elective  
for non-science majors.  

4. Approval of GEO 101, Principles of Geography, 5-0-5,  
Prerequisite: None. May be used in Area III or as an  
Area IV elective.  

5. Approval of PSY 235 title change from Psychology of  
Women to Psychology of Gender.  

6. Approval of FRE 204/SPA 204, Selected Topics, 5-0-5,  
Prerequisites: FRE 202/SPA 202 and/or permission of  
the instructor. May be used by language majors only in  
Area IV only.  

7. Approval for course designation changes: EDU 019, EDU  
020, EDU 031, EDU 032, EDU 033, and EDU 060 to RDG 019,  
RDG 020, RDG 031, RDG 032, RDG 033, and RDG 060.  

B. Curriculum Committee – Meeting of November 1, 1994  

1. Approval of MAT 117, Precalculus II: Trigonometry, 5-0- 
5, Prerequisite: MAT 116 with a grade of C or better.  
May be used in Area II. This course matches up with  
MAT 116 for "science type" majors, thus allowing MAT  
111 & MAT 112 to be geared more to non-science majors.  

2. Approval of Physical Therapist Assistant career  
program.  

3. Approval of slightly revised Dental Hygiene career  
program (FC/MCG).
4. Approval of certificate program in Aviation Management.
5. Approval of HS 264, Field Work V (Practicum), 0-10-5/0-30-15, Prerequisite: Consent of Instructor.
6. Approval of slight changes in Human Service career programs.
7. Approval or NUR 166, 167, 168, 169, Physical Assessment I, II, III, & IV, each 2-0-2, each with Prerequisite or Corequisite: BIO 213. May be used as electives. Replaces NUR 160, 161, 162, 163, and 164.
8. Approval for course designation changes: EDU 110 to COM 110; EDU 111 to COM 111; EDU 230 to COM 210; EDU 235 to COM 211; EDU 220/PSY 220 to PSY 220 (no cross-listing); PSY 101 to FCS 107; and PSY 102 (2 hrs) to FCS 108 (5 hrs).
10. Approval of COM 220, Introduction to Interpreting for the Deaf, 5-12-7, Prerequisites: COM 110 & COM 111 (replaces/combines EDU 240 and EDU 270).

C. Statutes and Faculty Affairs Committee
1. Minutes of November 8, 1994, meeting. (See Item II. above.)

D. NEXT FACULTY MEETING SCHEDULED FOR FEBRUARY 6, 1995.
FLOYD COLLEGE
CALLED FACULTY MEETING
Monday, November 28, 1994
2:00 P.M.

Minutes of the Meeting

Dr. Brady J. Vardemann, Vice President for Academic Affairs, called the meeting to order. Thirty-seven Faculty members were present. It was determined that enough members were present to accord with the provisions of Article VI of the Floyd College Statutes, regarding voting for amendments.

Dr. Vardemann stated that the minutes of the last meeting had been circulated via computer, but that a hard copy is also circulating, because of the lapse in computer service.

Mr. Jerry Shelton asked for volunteers to help with the basketball tournament later in the month of December.

Dr. David Cook announced that self-contained heaters, such as kerosene heaters, be loaned for use in Heritage Hall, because electrical heaters are blowing fuses. Space heaters will be needed until the heating system is installed in Heritage Hall.

Dr. Vardemann presented four amendments to the Statutes, for Faculty consideration and vote, as follows:

1. Professor Ron Johnson's proposed amendment to Article III. Section J.F.1.: add "The Director of Student Affairs shall be an ex officio member of the committee but shall not be chair" of the Student Affairs Committee.

This amendment was approved. There was one "no" vote.

2. Professor Carolyn Parks' proposed amendment to Article III. Section J.A.1.: add "Coordinators of Off-Campus Centers" to the Instructional Council.

This amendment was approved. There were two "no" votes, and two abstentions.

3. Dr. Exir Brennan's proposed amendment to Article III. Section K.c.1.: add "the Coordinator for Academic Computing shall be a member of the Computer Committee of the College."

This amendment was approved. There was one "no" vote.
Minutes of the Meeting, November 28, 1994, continued.

4. Professor Ken Anderson's proposed amendment to Article III. Section D.7: delete "on the grounds of race, color, gender, religion, creed, national origin, age, or disability," and replace with "on grounds irrelevant to merit and performance."

This amendment was approved.

Dr. Vardemann reminded everyone to sign the attendance roster.

Dr. Vardemann dismissed the meeting at 2:50 p.m.

Respectfully submitted,
Exir B. Brennan (for Denise Babin)

Evel B. Brennan
# CALLED FACULTY MEETING
Monday, November 28, 1994
2:00 P.M.
Quiet Dining Room

## BALLOT

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1. Professor Anderson's proposed amendment: Delete "on the grounds of race, color, gender, religion, creed, national origin, age, or disability" from Article III. Section D. 7. and replace with "on grounds irrelevant to merit and performance."

2. Dr. Brennan's proposed amendment: In Article III. Section K. c.1., add "the Coordinator for Academic Computing shall be a member of the Computer Committee of the College."

3. Professor Parks' proposed amendment: In Article III. Section J. a. 1., add "Coordinators of Off-Campus Centers" to the Instructional Council.

4. Professor Ron Johnson's proposed amendment: In Article III. Section J. f. 1.: add "The Director of Student Activities shall be an ex officio member of the committee but shall not be chair" of the Student Activities Committee.
FACULTY BUSINESS MEETING
September 13, 1995
2:00 TO 4:30 pm -- Student Center

Dr. Brady Vardemann opened the meeting at 2:30.

1) The first order of business was to elect this year's secretary. Dr. Vardemann opened the floor for nominations. Dr. James Cook nominated Prof. Jeffery Mack. With no other nominations, Prof. Mack was elected to the office of secretary.

2) Mr. Phil Kerr presented the Regents Policy Change for the Admission of Freshmen. The new policy allows institutions the option of exempting current SAT and ACT requirements in some cases. Kerr endorsed the new policy saying that it will not compromise Floyd College's integrity. He stated that our current requirements are the minimum (250 verbal and 280 math), and dropping the SAT/ACT requirement could help enrollment. Those students who decide to attend college at the last minute and have not taken the SAT or ACT will benefit from Floyd College exempting this requirement. After Dr. Vardemann opened the floor for discussion, Dr. Dave Cook made a motion that Floyd College adopt the change in policy. Prof. Charles Blalock seconded the motion. The motion for Floyd College to exempt its requirement of SAT and ACT scores in some cases was PASSED unanimously.

3) Mr. Phil Kerr explained the function of his new position as Chair of Division of Enrollment Management. He explained that the purpose of Enrollment Management is "to achieve and maintain optimum recruitment, enrollment, retention, and graduation of students." He stated that his division will attempt to stabilize enrollment and improve services such as student satisfaction, shorter response time for information, access to records, etc. His office will also seek information from faculty regarding the development and/or implementation of a phone registration system, the Banner System, recruitment of students, and an alumni association.

4) Dr. Judson Moss stepped down as faculty representative to the Instructional Council. Dr. Glenn Singleton nominated Dr. Melvin Perry as the new faculty representative to the Instructional Council. With no other nominations, Dr. Perry was elected, unanimously, as the new faculty representative.

5) The minutes for the Faculty Business Meeting of May 15, 1995, were accepted with no revisions.
6) Dr. Vardemann opened the floor for approval of Standing Faculty Committee Actions. Dr. James Cook made a motion that the faculty accept the recommendations of the Curriculum Committee meetings on June 8, 1995, and September 12, 1995. After a brief discussion of a Radiology Technology major, Andia Parker’s, substitution of BA 200 for SPC 208, the motion to accept the recommendations of the Curriculum Committee was accepted, unanimously.

NEW BUSINESS

7) Prof. Catherine King gave the report of the Academic Progress Committee. She reported that the committee recommends the following:

ACADEMIC WARNING be administered when a student, who has attempted 1-15 credit hours, has a cum. GPA below 1.8

ACADEMIC PROBATION be administered when a student, who has attempted 16+ credit hours, has a cum. GPA below 1.8

DISMISSAL will be administered if the student fails to make at least a 2.0 during the present quarter. This will be subject to appeal to the Academic Progress Committee.

When cum. GPA reaches 1.8, PROBATION will be cancelled.

The letter concerning Academic Status will come from the Academic Vice President’s office and shall include the following information: current academic status, information about Guidance Services, that academic advising will be done by the Office of Academic Advising, that preregistration is dependent on academic progress, etc.

8) Prof. King also reported on the Academic Progress Committee’s Honors Recommendation. The Honor Council will include the following: Frank Minor (Chair), Betty Nolan (Sec.), Laura Musselwhite, Vera Brock, Ken Spruce. This committee will be responsible for reviewing applications for honors projects and will continue developing honors courses/program. Prof. King presented the new recommendation of honors eligibility which is that the cum. GPA be 3.5 with a minimum of 15 credit hours and recommendation from one faculty. The body accepted the recommendation. One opposed.

9) Dr. Ralph Peters gave a brief presentation on the AAUP. During his discussion, he encouraged those who have not joined the AAUP to consider joining.
10) Ms. Carla Patterson discussed Extended Learning activities. During the presentation she described the three basic components: Floyd College Television (FCTV), Georgia Statewide Academic and Medical System (GSAMS), and College by Cassette. Ms. Patterson also presented a manual that will be distributed to each division. This manual will explain the operations of GSAMS, FCTV, and College by Cassette.

11) Ms. Phyllis Weatherly discussed the Student Success Model. She solicited information on what we think the new Student Success Center should include.

The meeting adjourned at 3:52 pm
Minutes
Faculty Business Meeting
February 19, 1996
3:00 pm

Dr. Vardemann called the meeting to order. She welcomed Mr. Lee Coker, Instructor of Biology.

Dr. Cundiff announced that he has been nominated to be a torch carrier for the Olympics. He mentioned the upcoming Sports Festival and recognized coaches. He then announced three new ad hoc committees: the Conflict Resolution Committee, the Debit Card Committee, and the Computer Technology Impact Study Committee. He discussed plans to get a computer for everyone by fall of 1997. Under this plan, every faculty member will have the same type of lap-top. This a pilot program. If we are successful, the whole state of Georgia will go with this program.

Dr. Cundiff then gave the Budget Presentation that will be made to the Chancellor's Office. Under this plan, money will be re-directed to Student Services, Technology, and Computers. Money can be re-directed internally. We can request up to $800,000. A video presentation followed. It emphasized our dedication to high technology. Among the programs that are being proposed are the Waco Center, the Student Retention Initiative, Technological Infrastructure, the Faculty-Staff and the position of Vice-President for Advancement. Dr. Cunduff then asked for suggestions.

Dr. Cundiff announced that on March 1 there will be a program of Civil War music at Heritage Hall.

Mr. Kerr announced that we needed to choose a student to attend Academic Recognition Day. Anthonette Fuller, Jaimie Wright, Mary Taylor, Jerry Mull, and Tamela Wheeler were nominated. Ms. Wheeler was selected to be the representative from Floyd College.

Dr. Peters gave a presentation on his dissertation. He explained why a post-World War II union movement, Operation Dixie, was not successful. He discussed three critical areas: culture, politics, and economics. He came up with several variables: organizing strategy, the basis of worker solidarity, racial castes, paternalism, and political repression.

Mr. Shelton talked about the Self-Study Process. We have completed a status report. He presented the surveys which will be given to faculty, staff, students, part-time faculty, and the community.

Dr. Margaret Davis discussed the reasons for doing this survey. The surveys are due by 5pm Friday, March 22, 1996.

Dr. Perdue discussed chair evaluation and announced the Chair Evaluation Committee. The process will involve forms collected and tallied by Human Resources.
Ms. Patterson discussed courses that will integrate technology with instruction. We are planning proposals for these courses now.

Dr. Jim Cook talked about the study abroad programs. The Board of Regents is planning on putting more money into this. There are many courses currently offered by the system.

Dr. Davis discussed the Student Affairs Committee meeting.

The meeting was adjourned at 4:45 pm.

submitted by
Mr. Frank Minor
and Mr. Jeffery Mack
Faculty Business Meeting
Monday, March 18, 1996
3:00 p.m., B-206

AGENDA

I. Comments by President ................. Dr. Cundiff
II. Academic Renewal ....................... Ms. King
Standing Committee Actions ............... Dr. Vardemann

Approval of Faculty Meeting Minutes for February 19, 1996.

Approval of Standing Faculty Committee Actions.

A. Instructional Council

1. Meeting of March 8, 1996.
   Petitions of Waiver of Residency Hour Requirement (attached).

B. Curriculum Committee

   a. Approval of new program, Human Services/American Sign Language Immersion Training, Program for Interpreters Option

   b. Approval of new courses in Immersion Training as follows:

   COM 211. ASL Linguistic Principles (3-4-5)
   COM 215. Advanced ASL (3-4-5)
   INT 102. Professional Development II: Business Practices (1-0-1)
   INT 104. Professional Development III: Health & Safety (1-0-1)
   INT 105. English to ASL Interpretation and Transliteration (3-4-5)
   INT 110. Sign to Voice Interpretation and Transliteration (3-4-5)
   INT 120. The Professionalization of Interpreting (3-0-3)

   c. Approval of new Physical Therapist Assistant curriculum and courses as listed below:

   DPTA 101. Physical Therapy I (4-4-6)
   DPTA 102. Physical Therapy II (3-2-3)
   DPTA 103. PTA Clinical Experience I (1-8-3)
   DPTA 201. Physical Therapy III (3-6-3)
DPTA 202. PTA Clinical Experience II (2-8-4)
DPTA 203. Physical Therapy IV (3-4-5)
DPTA 204. PTA Clinical Experience III (1-14-5)
DPTA 205. Physical Therapy V (3-4-5)
DPTA 206. PTA Clinical Experience IV (1-14-5)

d. Approval of new History course:
   HIS 114. World Civilization to 1500 (5-0-5)

e. Approval of new FCS course:
   FCS 102. Career Choices & Decision-Making (1-2-2)

f. Approval of physical education courses:
   PED 165. Intermediate Snow Skiing (0-2-1)
   PED ???. Personal Weight Management (1-2-2)

g. Approval of changes in Core Curriculum requested by Regents to bring FC's Core in line with System.

2. Meeting of March 14, 1996.
   a. Approval of new program, Human Services/Interpreter Education

   b. Approval of updated programs with Coosa Valley Tech to comply with GPEC:

      Accounting: Deleted HPER 102.
      Air Conditioning Tech: Deleted
      Automotive Collision Repair: Deleted
      Automotive Technology: Added BAIS 205.
      Carpentry: Deleted
      Computer Programming: Deleted HPER 102.
      Cosmetology: Deleted
      Drafting: Deleted
      Electronic Technology: Delete option of MAT 171 and delete HPER 102.
      Industrial Electrical Tech: Delete HPER 102.
      Industrial Maintenance: Delete option of MAT 171.
      Information & Office Tech
      Machine Tool Technology: Delete
      Marketing Management: Delete HPER 102.
      Medical Assisting: Deleted HPER 102.
      Microcomputer Specialist: Deleted HPER 102.
      Paramedic Technology: Revised curriculum.
      Radiologic Technology: Revised curriculum.
      Respiratory Therapy Tech: Revised curriculum.
      Welding & Joining Technology: Deleted

   c. Approval of new course:
      Religion 116. Introduction to Religion (5-0-5)

   d. Approval of program, Education for Paraprofessionals.
e. Approval of new course:
BIO 222. Directed Study in Issues in Biological Sciences (1-3 quarter credit hours based on student request).

C. NEXT SCHEDULED FACULTY MEETING IS APRIL 15, 1996, 3:00 P.M.
INSTRUCTIONAL COUNCIL---

Petitions for Waiver of Residency Hour Requirement considered as follows:

1) Anthony Alfred Errico, Electronic Technology major. Graduate w/29 resident hours. Disapproved. Student to be advised to take a one-hour PED course.

2) Alan J. Knight, Microcomputer Specialist major. Graduate w/16 resident hours. Disapproved. Student to be advised that 30 hours are required.

3) Mike D. Kempany, Ford ASSET Program major. Graduate w/6 (or minimum number possible) resident hours. Disapproved. Student to be advised that 30 hours are required.

4) Tim Garrett, Management & Supervisory Development major. Graduate w/29 resident hours. Disapproved.

CURRICULUM COMMITTEE---

Student substitution petitions considered at the February 22, 1996, meeting as follows:

1) Jon Argo, Biology major. Substitute ENG 204 for ENG 201. Approved.

2) Duane Conley, Teacher Education major. Substitute HIS 115 for an Area IV elective. Approved.

3) Becky Hicks, Business Education major. Substitute Religion 100 from Shorter College for an Area IV elective. Approved.

4) Melissa N. Hood, Teacher Education major. Substitute Geog. 201 and Ant. 201 from Kennesaw College for Area IV electives. Approved.

5) Tamela Isley (Swisher), Education major. Substitute CS 115 from Armstrong State College for an Area IV elective. Approved.


8) Trina Sullins, Teacher Education/Speech major. Substitute BIO 212 and BIO 213 for education electives. Approved.

10) Darrell Reynolds, Criminal Justice major. Substitute ENG 295 from West Georgia College for ENG 201. Approved.

Student substitution petitions considered at the March 14, 1996, meeting as follows:


2) Sheryl L. Allred, Teacher Education major. Substitute BA 200, BA 223, and ACC 201 for 10 hours of electives in Area IV. Approved.

3) Shelby Jean Ayers, Criminal Justice major. Substitute SPC 208 for an elective in Area I. Approved.


5) Nancy Clements, Speech Pathology major. Substitute BIO 212 and/or BIO 213 for an Area II elective. Substitute ACC 201 or BIO 212 or 213 or BA 260 for an Area IV elective. Tabled.

6) Steven O. Coker, Education major. Substitute BA 200 from Central Texas College for a major field elective. Approved.


8) Debbie Malone, Human Services major. Substitute SCI 101 and SCI 102 for 10 hours laboratory science in Area II. Approved.

9) Jerry Marks, Psychology major. Substitute Geo 205 from West Georgia College for an Area II science elective. Approved.


11) Rodney Roberts, Teacher Education major. Substitute Ant. 101, Art 250, and Recreation sequence (PER 101, 1 hr., PER 290, 3 hrs, & PER 178, 3 hrs) taken at West Georgia College for Area IV electives. Approved.


13) Vanessa Taylor, Psychology major (second degree). Substitute PSY 120, 240, and SOC 230 for 5 hours in Area IV. Approved.

Minutes
Faculty Meeting
April 22, 1996
3:00 pm

1) Dr. Vardemann opened the meeting at 3:00 pm.

2) Dr. Lynn Cundiff briefly explained the new layout of the Floyd College campus. He explained that the architects were charged to spread out the campus. One suggestion involved putting a classroom building off from F-wing. This building will have approximately 8 classrooms, an art gallery, and a flat auditorium which will seat about 400 people.

According to this plan, F-wing will become Student Activities. About 4.8 million dollars have already been appropriated to fund this project. Dr. Cundiff stated that the project should be on line by winter 1997, no later than fall 1998.

Dr. Cundiff explained the latest campus lap-top computer situation. He said that the college will obtain approximately 260 lap-top computers. Some 75 computers will be used for faculty at the Rome campus and about 75 more will be distributed between Bremen, Cartersville, and North Metro. faculty. About 40-50 will go to Continuing Ed., some 20-26 to Heritage Hall and 20-25 will go to the computer bus. This will leave about 6-9 lap-tops for use in computer-assisted classes. Those persons interested in obtaining one should make a proposal to Dr. Dwight Cassity's committee.

Dr. Cundiff stated that the reason for this change is that it is becoming too expensive to operate hard-drive computers because of the rapidly changing computer programs.

3) Dr. Margaret Davis presented an announcement on the results of Tim Green's dissertation, which compared the success ratios of those students with an FCS 101 background and those without. His results show that FCS students have a higher retention value.

4) Dr. James Cook presented a brief announcement on opportunities for faculty development. He stated that there are basically 4 limited Chancellor awards that provide up to 50 percent of the total cost of the trip. The trips are to India, France, South Africa, and Mexico, respectively. Those persons interested in these trips were instructed to contact him for further information.

5) Ms. Phyllis Weatherly talked briefly about the Mentors-for-Peers program at Floyd. This program matches students who are new at Floyd with the current students who have successfully survived their first two quarters. She said that the program is basically open to those persons who have been on campus at
least two quarters, trained as a mentor and have faced the same challenges as new students. They should be able to donate their time (1 hour per week) to assist/ease the transition for the new students.

6) Mr. Jerry Shelton presented an overview of the results of the SACs survey.

7) Dr. Judy Perdue discussed the amended Chair Evaluation form. She stated that the changes to the proposed evaluation were made appropriately and that the entire process was switched to the office of the Vice President of Academic Affairs to be handled by that office. Prof. R. Johnson moved that the revisions be accepted. Dr. Singleton second that motion.

8) Dr. Vardemann discussed the revisions to the Dean's List requirement. The new or modified criteria for Dean's List were discussed and Dr. Vardemann and Prof. L. Musselwhite were selected to work on the future modifications.

9) Ms. A. Bowers talked briefly about the new International Studies 200 course at Floyd. She stated that a letter came from the Chancellor encouraging this type of program at the college level. Mr. P. Kerr stated that "we are mandated" to participate in this. Prof. G. Pullen moved to accept the course, and Dr. J. Starnes second that motion.

10) Ms. Bowers presented an overview of the cooperative degree programs listing with North Metro Tech and Coosa Valley Tech. Prof. R. Trimble moved to accept these programs, and Prof. D. Cassey second that motion.

11) Prof. J. Moss moved that the substitution petitions for the students considered at the 4/4/96 Curriculum Committee meeting be accepted. Prof. Jackson second that motion.

12) Dr. Vardemann discussed the importance of the Walraven Award. Prof. M. Perry will chair the process for the Walraven Award. Prof. Bella Nora and Prof. Betty Nolan were elected to assist Prof. Perry with the nominations.

13) Mr. Jerry Shelton was elected MACE bearer for the 1996 Commencement Exercises.

14) The minutes for the 3/18/96 meeting were accepted. Prof. M. Davis moved to accept, and Prof. J. Moss second that motion.

15) Tower Hours will be held May 9, 1996.

The meeting adjourned at 4:30.
Faculty Business Meeting  
Monday, April 22, 1996  
3:00 p.m., B-206

AGENDA

Comments by President .......................... Dr. Cundiff
Announcements ................................. Dr. Davis, Dr. J. Cook, Ms. Gunay, & Mr. Shelton
Chair Evaluation ................................. Dr. Perdue
Dean’s List Revision ......................... Dr. Vardemann
International Studies 200 ................. Ms. Bowers
Joint Degrees ........................................ Ms. Bowers
Walraven Award ................................. Dr. Vardemann/Dr. Perry
MACE Bearer ........................................ Dr. Vardemann

Standing Committee Actions ........... Dr. Vardemann

Approval of Faculty Meeting Minutes for March 18, 1996.

Approval of Standing Faculty Committee Actions.

A. Curriculum Committee

Meeting of April 4, 1996.
  a. Reinstated Cosmetology program with CVT which was deleted at the March meeting.

B. NEXT SCHEDULED FACULTY/STAFF MEETING IS MAY 13, 1996, 3:00 P.M.
PROPOSED REVISION OF POLICY REGARDING DEAN'S LIST

PRESENT POLICY:

A student earning at least five hours of credit during the quarter is eligible for the Dean's List for that quarter if the student has accumulated 15 quarter hours at Floyd College and (1) the student has achieved a grade point average of at least 3.4 on all courses completed during the quarter, has no grade other than A, B, or C, and has no more than one W for the quarter, or
(2) the student has a cumulative grade point average of 3.2 and has no grade other than A, B, or C and no more than one W for the quarter.

SUGGESTED REVISION

Students who complete ten or more quarter hours within a given quarter with a GPA of 3.5 or higher will be named to the Dean's list for the quarter.

Students who are named to the Dean's List for three out of four quarters in any academic year will be awarded the status of Dean's Scholar.

Faculty Meeting, 4-22-96
Faculty Business Meeting
Monday, June 3, 1996
3:00 p.m., B-206

AGENDA

Announcements:

Sports Festival ........................................ Mr. Boyd
Auditing Classes ....................................... Dr. Vardemann
Chair Evaluation ....................................... Dr. Vardemann
Faculty Evaluation .................................... Dr. Davis

Presentation of Graduation Candidates, 1996 ........ Mr. Kerr

Standing Committee Actions .......................... Dr. Vardemann

Approval of Faculty Meeting Minutes for April 22, 1996.

Approval of Standing Faculty Committee Actions.

A. Curriculum Committee

Meeting of May 23, 1996.

1. Deletion of RDG 019, effective 9/96.

2. Deletion of CL 080, CL 090, CS 151, & CS 171.

3. Addition of CS 100, Introduction to Personal Computers, 3-0-3 (replaces CL 090).

4. Learning Support Proposals (for discussion only)
   a. Implementation of a Learning Strategies Program
   b. Reading (020 with a credit-level course) - already done
   c. Learning Support English (brief review)
   d. Two courses for student who have 1 or 2, but need writing sample

5. Student Substitution Petitions (see next page).

B. Student Affairs Committee

Meeting of May 2, 1996.
1. Selection of 1996 Leadership award and Spirit award recipients.

C. NEXT SCHEDULED FACULTY MEETING: SEPTEMBER TBA
CURRICULUM COMMITTEE---

Student substitution petitions considered at the **May 23, 1996**, meeting or by poll as follows:

1) **Terri Billups**, Psychology major. Substitute ENG 204 for ENG 201. **Approved.**

2) **Daniel L. Cagle**, Physical Therapy major. Substitute ENG 204 for ENG 201. **Approved.**

3) **Alan English, Jr.**, Teacher Education major. Substitute ENG 204 for ENG 201. **Approved.**

4) **LaVern Harris**, Human Services/Corrections major. Substitute PSY 240 and PSY 265 for CJ 221 and CJ 270. **Approved.**

5) **Sandi Hill**, Psychology major. Substitute PY 303 (Human Sexuality) from Southern Vermont College for a major field elective. **Approved.**

6) **Mary Saye**, Business Administration major. Substitute BA 253 ADM for a 5-hour elective in Area C. **Disapproved.**

7) **Cathy Testino**, Pre-Nursing major. Substitute SOC 141 (Introduction to the Sociology of Appalachia) from Union College for SOC 101. **Approved.**

8) **Irvin Jones**, Business major. Substitute HUM 038-011 (Intermediate Composition: Current Events and Language, 3 hours) from Howard University for ENG 201. **Disapproved.**

9) **David MacElwee**, Psychology major. Substitute BA 233 for 5-hour elective in Area I. **Approved.**

10) **Sallie E. Wells**, Human Services major. Substitute PSY 240 for CJ 270. **Approved.**
FACULTY MEETING

October 8, 1997

1. The meeting opened at 3:05 with Dr. Elifson presiding.

2. Dr. Elifson and Department Chairs introduced the new faculty.

3. Dr. Elifson announced the extension of services for night students, indicating that more of these services would be in place at a later date.

4. Sue Munn, the Distinguished Teaching and Learning Professor for this year, will be primarily working with English faculty to develop ways to respond to student papers electronically, and will later be working to assist faculty in teaching Writing across the Curriculum.

5. Dr. Elifson announced that a committee would be traveling to Washington to seek accreditation for the PTA Program.

6. The minutes of the August 14 meeting were approved, with Vera Brock making the motion to accept. This was seconded by Wendell Barnes.

7. Curriculum Committee Report presented by Dr. Elifson. All items passed by faculty.
   1. Dental Hygiene Program approved from July 1998.
   2. Student requests for course substitutions and residency requirements.
   3. Curriculum Committee report on new courses to be offered, and implementation date of Winter 1998 for new Core Curriculum.

8. Academic Progress Committee report given by Laura Musselwhite. All items passed by faculty.
   1. Policy on “catalog edition” for student requirements.
   2. Policy on administrative withdrawal procedure to now read: “two weeks after first day of class,” and eliminates reference to refunds.

9. The following Committees submitted no report:
   1. Student Development
   2. Statutes and Faculty Affairs
   3. Library
   4. Instructional Council

10. Dr. Elifson announced the availability of monies in the Equipment Fund. The Division Chairs are developing proposals for its use.

11. The following faculty members were elected to committee membership by unanimous vote:
   1. A slate presented by the Instructional Council for faculty committees.
   2. Grievance Committee to remain the same.
   3. A representative for Instructional Council was elected from three nominees, Kristie Kemper, Jack Sharp, and Richard Trimble. Richard Trimble was elected.
   4. Dr. Elifson announced the appointment of Glenda Collier as the Secretary for the Faculty.

12. Bill Mugleston and Jim Cook reported on the International Initiative of the University System. They reported on the formation of a Floyd College Council on Internationalization, a working group rather than a governing group. There are scholarships available for student travel abroad, and programs available for faculty travel and teaching. Jim Cook presented a brief slide show of his former trips abroad.

13. The report on Institutional Effectiveness was presented by Tim Floyd. He reported the following information on surveys:
1. Student Satisfaction Surveys will be given to 1/3 of the enrollment. This survey will be given through selected classes and will be given to those faculty on October 27 to be returned within two weeks.
2. Technology Surveys are completed as students pick up laptops.
3. Student Learning Outcomes Assessment will continue to be a priority.

14. ITP update was given by Bruce Jones. Laptops are coming in gradually and are distributed as soon as possible. Projection devices will be installed in classrooms as soon as possible. Printers are to be here soon, and will be placed in central locations at all campus sites.

15. Dr. Elifson gave an update on advising. An informal committee of staff and faculty met to project needs for Winter quarter. At present, it seems that 1/3 of students can now self advise, and can complete that process by E-Mail. Group Advising will continue for the remaining students.

16. Laura Musselwhite announced that student applications for Technology Scholarships should be requested from the Financial Aid office. The deadline for Winter Quarter is October 20.

Meeting adjourned at 4:30.
The meeting opened at 4:30 with Dr. Elifson presiding.

I. CHANGE IN AUTOMOTIVE TECHNOLOGY AND FORD ASSET PROGRAM.

Dr. Elifson spoke of a proposed change in this program by the Cooperative Degree Oversight Committee and Floyd College Curriculum Committee. The change being to delete trigonometry (MATH 114, 117, and 176) and physics (PHYS 127 and 117) blocks from the Floyd College coursework requirements. Replace deleted courses with PSCI 101.

Motion and second was made for this change to be made. Motion accepted.

CHANGE IN JOUR 1125 HOURS.

Currently, hours are listed as 0-2-1 when the more accurate listing would be 1-2-1. After some discussion, this was referred back to the Curriculum Committee.

II. STUDENT PETITIONS:

The attached substitutions were distributed earlier by e-mail and presented by Dr. Elifson for approval. Patricia Hatch will file another form. Curriculum Committee misunderstood. After some discussion, motion and second was made for approval of committee action. Motion accepted.

Information was presented on program revisions in CVTI and NMTI program in BOT and IOT. (see attachment)

Dr. Elifson announced that the PTA Accreditation team will be arriving on Saturday afternoon, February 21, 1998. The team will consist of three people and will be at Heritage Hall and main campus through February 27, 1998.

With no other discussion, meeting adjourned at 4:46 p.m.
Change in Ford ASSET Program as follows:

Delete trigonometry (MATH 114, 117, and 176) and physics (PHYS 127 and 117) blocks from the FC course work requirements. Replace deleted courses with PSCI 101. Recommend approval.

Substitutions as follows:

1) ELIZABETH PEYTON ANDERSON. Requested substitution of PSYC 201 for political science elective in Area IV of Political Science major. Not recommended by Dr. Mugleston. Student must have some political science in Area IV. Recommendation: Not Approve.

2) NEILA BLAIR. Requested substitution of PSYC 265 or 259 for PSYC 215 in Nursing major (career). Not recommended by Dr. Mugleston. Student needs PSYC 215 in the nursing major, and the course is available by cassette. Recommendation: Not Approve.


5) HEATHER R. JUSTICE. Requested substitution of FCST 101 and HPER 163 for one credit hour of general business elective in Business Management major. Recommended by Dr. Jones. Student still needs BACC 202; referred to Mrs. Welch for a graduation audit. Recommendation: Not Approve.

6) TONY L. LANCASTER. Requested substitution of PSYC 215 for PSYC 265 in Human Services major. Recommended by Dr. Mugleston. No action required because student has taken PSYC 265.

7) STEPHANIE RITTER. Requested substitution of HPER 160 or HPER 103 or HPER 163 for HPER 102 in Human Services program of study. Not recommended by Dr. Perdue. HPER 102 is required in program and material is not covered in courses listed. Recommendation: Not Approve.

Meeting of February 4, 1998 -

Change in JOUR 1125 hours as follows:

Currently, hours are listed as 0-2-1 when the more accurate listing would be 1-1-1. Recommend approval.
Substitutions as follows:

1) YOGINI R. PATEL. Requested substitution of CSCI 211 for BAGB 200 in career Computer Program. Not approved by Dr. Jones. 
Recommendation: Not Approve.

2) PEGGY WHEALEY-STIMPSON. Requested substitution of ARTS 113 for a five-hour elective in Education for Paraprofessionals major. 
Recommended by Dr. Mugleston. Recommend approval.

CVT changes offered as information only:

1) Business and Office Technology and Information and Office Technology were combined into one program, Business and Office Technology, with specializations in General Office, Medical Office, and Legal Office. Offer only General Office and Medical Office.

2) Course name changes only:
BUS 101 Keyboarding/Typewriting TO Beginning Document Processing
BUS 102 Intermediate Typewriting TO Intermediate Document Processing
BUS 103 Advanced Typewriting TO Advanced Document Processing

3) Courses renamed and updated:
BUS 104 Microcomputer Fundamentals TO SCI 100 Intro to Microcomputers
BUS 213/214 Medical Transcription 1/11 TO BUS 213 Medical Document Processing (Medical Office Specialist)

4) Course re-evaluated for number of credit hours earned:
ACC 101 Principles of Accounting, 5 credits TO ACC 101 Principles of Accounting, 6 credits.

5) Courses added:
BUS 216 Medical Office Procedures (Medical Office Specialist)
BUS 109 Applied Office Procedures (Business Office Specialist)
Floyd College Faculty Meeting
Agenda
May 18, 1998; 3:00

Room W333

I. Approval of Minutes of the Previous Meeting

II. Announcements

III. Committee Reports

1. Instructional Council: Joan Elifson
   a. Student Petition for Residency Waiver: (Vivian Benton will post via separate e-mail.)
   b. Academic Calendar (Marsha Welch will post via separate e-mail.)
   c. Clock Schedule: Begin TR classes at 8:15 am (instead of 8:00 am) and shorten the student activity period from 11:00 to 12:15 to 11:15 to 12:15. (Classes will dismiss at 11:00 am and resume at 12:30 under this proposal.)
   d. New Part-time Faculty Mentoring Policy
   e. Statute of Limitations on Hardship Withdrawals and Grade Appeals: requests for consideration must be filed by the end of the following academic term.

2. Curriculum Committee: Joan Elifson
   a. Student Petitions for Course Substitutions (Vivian Benton will post via separate e-mail.)
   b. Program Revisions: Cooperative degrees in visual communication and drafting
   c. Add Arts 1117 to Area F for the Art Major
   d. Change the hours for BIOL 2190 from 1-2-2 to 3-0-3. Change the prerequisite to BIOL 1010K or consent of the instructor; add to the non-science Area D options.
   e. Add ENG 202 to the Area IV electives in Teacher Education in the 1996-1998 catalog.

3. Library Committee: Debbie Holmes

4. Academic Progress Committee: Laura Musselwhite

5. Student Affairs Committee: Margaret Davis

6. Statutes and Faculty Affairs Committee: Fred Green
   a. Organization of the Work Group on Intellectual Property

IV. Approval of Graduates

V. Report on Study of Transfer Students: Tim Floyd

VI. Report on Accreditation: Follow up to SACS; Physical Therapy Assisting; Dental Hygiene

VII. Adjournment
Faculty Meeting
April 13, 1998

The meeting was called to order by Dr. Elifson at 3:50 p.m. immediately following the staff meeting. This meeting being a single purpose meeting to vote on one approved course description change, one approved new course, and ten student substitution petitions as recommended by the curriculum committee. They are as follows:

STUDENT SUBSTITUTION PETITIONS AS FOLLOWS:

1) Lillian H. Borders, Human Services/Corrections major. Substitute PSYC 225 for PSYC 240. APPROVED.

2) Terry F. Dentmon, Jr., Drafting (CVT) major. Substitute MATH 200 for MATH 114. NOT APPROVED.

3) Amy Edwards, Education major. Substitute Child and Family Development 352 from Jacksonville State University for PSYC 215. NOT APPROVED.

4) Patricia B. Hatch, Psychology major. Substitute NRSG 101 for HPER 102. NOT APPROVED.

5) Ann J. Lewis, Human Services major. Substitute BIOL 212 for GEOI 103. NOT APPROVED.

6) Gregory M. Moss, Math and Chemistry major. Substitute CSCI 211 and CSCI 212 for MATH 256. APPROVED.

7) Leah Jo Steele, Human Services major. Substitute PSYC 332 from Ohio University and PSYC 222 (still to be taken) for PSYC 265. APPROVED.

8) Robert E. Watson, Law Enforcement major. Substitute SOCI 260 for a major field elective. NOT APPROVED.

9) William E. Wood, Computer Science major. Substitute MATH 200 for BAAC 201 or MATH 240. APPROVED FOR MATH 240.

10) Kathy J. Samples, Education major. Substitute SED 372/SED 381/SED251 from West Georgia College for 5-hour major field requirement. APPROVED.

All faculty were in favor of the Curriculum Committee recommendations.
APPROVED COURSE DESCRIPTION CHANGE FOR ARTS 1116 AS FOLLOWS:

ARTS 1116. Design Workshop
0-6-3. Prerequisite: ARTS 1115
This course is designed for art majors. It expands upon basic skills
taught in Drawing I (ARTS 1115) and introduces new materials and
avenues of expression, with special emphasis on design and color
techniques and mediums.

APPROVED NEW ART COURSE AS FOLLOWS:

ARTS 1117. Advanced Drawing (Computer)
0-6-3. Prerequisite: ARTS 1115
This course will continue to expand drawing and design skills through
the application of new technologies with special emphasis on the use
of the computer in opening up and enriching the possibilities of
image making.

All faculty were in favor of the Curriculum Committee recommendations.

Meeting adjourned at 3:55 p.m.
October 8 and February 16, 1998
Minutes approved on March 9, 1998

Faculty Meeting
March 9, 1998

The meeting opened at 3:05 with Dr. Elifson presiding.

I. The minutes of two previous meetings (October 8, and February 15, 1998) were approved. An amendment was made to change the minutes of February 15th to state 1998 instead of 1997.

II. ANNOUNCEMENTS

1. Searches Underway: At the present time searches are underway for faculty in English, Mathematics, Psychology, and Physical Education in Academic Affairs, the Student Development Division is seeking a Financial Aid Director, a Counselor, and a Director of Student Life. Also, the search committee has started interviewing for Vice President for Business and Finance.

2. Faculty Development Institute: March 20th is deadline for faculty to apply for Faculty Development Institute. Instead of being summer only, it now has a year long component with opportunities for advanced training. Division chairs have applications.

   Faculty Development International Seminars: Dr. Cook spoke of the Faculty Development International Seminars this summer in Argentina, China, Slovakia, Hungary, Romania, Greece, South Africa and Zimbabwe. Deadline is March 23rd. Trips are available to faculty and staff and anyone who is interested should see him.

3. Formation of Student Government Association: Gabe Tallent stated that the SGA Formation Committee has drafted a constitution and copies were distributed. Anyone who did not get one can e-mail him for a copy. The constitution has gone through all stages required for administrative approval and will now go before the student body next for approval. Assuming approved, the election of officers will be held during the first part of next quarter. There will be a President, Vice President for Special Events, Vice President for Public Relations, Secretary/Treasurer, and Senator from each Floyd College campus. These officers will work in the Student Life office during selected hours of the week and will meet on a bi-weekly basis. The entire student body will be members of the SGA. He asked the faculty to encourage the students to either run for office or become active in the SGA. He stated that the candidates will be listed on the web and the students can either vote on the web or by obtaining a ballot from the Student Life office. This information will be e-mailed to all students.
4. Forum on Intellectual Property: Dr. Elifson announced that a teleconference may be aired Floyd College in early April. She expressed that intellectual property rights for distance education are an important issue. Dr. Elifson plans to invite Burns Newsome, attorney for the University System of Georgia, and Kris Beisinger, who is in charge of the technology efforts at the Board of Regents, to visit Floyd College either in person or by GSAMS to discuss some of these issues. She has asked the division chairs to discuss in the division meetings what questions that the faculty want answered at this forum. All faculty will be informed by e-mail of the date for the teleconference.

5. After Mid-Quarter Drops for Students: A number of students initiated withdrawal after mid-quarter and a grade other than WF was given by the faculty. She asked that all students initiating withdrawals after mid-quarter be referred to her office.

6. Restructuring of administration of computing: Formation of Technology Administrative Clearinghouse Team (TACT)

   Dr. Elifson announced the formation of the TACT committee, which will be made up of the three Vice Presidents, Jeff Patty, Bruce Jones, and the chair of the computing committee. It will deal with administrative and operational issues and will not interfere with the existing responsibilities of the computing committee. In support of this group, a series of task forces will be created and faculty will be appointed to these groups. The task forces will develop a paper on an issue that covering any policy and financial implications of that issue. Anytime there is a policy issue, TACT will refer to the computing committee and then report it to the President's Cabinet.

7. Advising Center Opening: The new Advising Center is now open. Registration is March 27th. Faculty are to be available on that date. There is no quarter break between Winter and Spring for the faculty in order that we may accommodate timely beginning of Summer offerings and the Fall Semester.

8. Banner Web Demonstration: Marsha Welch presented a demonstration on how Banner will operate on the web. The college catalog, electronic application for admissions, campus directory and class schedules will be available for public access without having to log in. The web will be utilized for advising and students can register on the web. By summer, drop/add will be done on the web by fall quarter registration will be done on the web. She stated that good advising and registration had been done by the faculty in preparation for Spring Quarter registration.

III. Report of Committees of the Faculty

   Curriculum Committee Report presented by Dr. Elifson. Course substitution petitions for course substitutions were passed by faculty for the following students:
   - Tara Dempsey
   - Amy Matthews

   Journalism hours in the catalog are to remain as shown. Instructional Council Report was given by Dr. Elifson. Math CPE placement cutoffs for learning support will stay the same. Substantive
change for Waco campus has been sent to SACS and we are waiting for a response as to whether another visit by SACS is necessary. The Statutes and Faculty Affairs Committee will have a draft out sometime in May on the Course Evaluation Instrument.

Statutes and Faculty Affairs Committee - no report

Academic Progress Committee report was presented by Laura Musselwhite. A proposal will go before the Instructional Council for students to be able to graduate with GPA of 2.0 based on all courses they have taken, not just those in their course of study.

Library Committee - no report

Student Affairs Committee report by Margaret Davis. A sexual assault protocol plan involving contact persons by phone is being developed by Dr. Wills.

V. Other Committee Reports:

Computer Committee report was given by Billy Morris. He stated that he would be calling on faculty to assist with instructional computing. Computer Services was audited by state auditors and report was good. Dr. Elifson stated that a long range computing plan was required by the auditors and this will be done by Billy Morris. Post Tenure Review Committee report presented by Ken Weatherman. $250,000 is available system wide and the committee will develop projects to be funded for post tenure review. The intent is faculty development and an opportunity to be refreshed.

Financial Assistance Committee report by Laura Musselwhite. Financial assistance for the laptop project (FAST money) was given to 50 students in the spring and 33 in the summer. Laura Musselwhite noted that she needs faculty to help interview high school candidates for Foundation Scholars.

VI. Distance Education Administration: Dr. Bruce Jones has been appointed as Floyd College's distance education liaison to the University System.

VII. Before adjourning, Tim Floyd announced that a follow-up is due to SACS on May 1st. Meeting adjourned at 4:05.
Here are items from Instructional Council and Curriculum Committee for the faculty meeting on Monday.

Instructional Council
   Yogini Patel, Computer Programming (CVT), requests waiver of the 30-hour residency requirement. She will lack 1 hour at the end of Spring Quarter. APPROVED.

Curriculum Committee Meeting of April 30
Substitutions:
1) Robert E. Watson, Law Enforcement major. Substitute SOCI 260 for a major field requirement. NOT APPROVED.

2) Eric S. brumelow, Law Enforcement major. Substitute PSYC 215 for a major field elective. APPROVED.

3) Teresa Cordle, Education major. Substitute ENGL 202 for a major field elective. APPROVED.
   Note: Determination was made that ENGL 202 was inadvertently omitted from list of electives in the catalog. Committee authorized Registrar to add ENGL 202 to the Area IV elective list in the 1996-98 catalog for Teacher Education.

4) Linda Langley, Business major. Substitute PSYC 215 for a career business elective. NOT APPROVED.

BIOL 2190 proposal APPROVED as follows:
1) Change the hours from 1-2-2 to 3-0-3.

2) Change the prerequisite to: BIOL 1010K or consent of instructor.
   Course description is:
   BIOL 2190. Principles of Nutrition
   3-0-3. Prerequisite: BIOL 1010K or consent of instructor
   This course covers the fundamental principles of human nutrition from a biological perspective. Included will be the study of major nutrient classes, nutrition and related diseases, role of major nutrients, consumer concerns about foods and the requirements of various stress groups.

3) Modify Area D of all non-science majors as follows:
   BIOL 1010K and one of the following: BIOL 2151, BIOL 2152, BIOL 2153, BIOL 2154 (all 3-3-4) or BIOL 2190 (3-0-3).
   APPROVED adding ARTS 1117 to the list of elective courses in Art Area F.

Curriculum Committee Meeting of May 14.
Substitutions:
1) Ann Lewis, Human Services major. Substitute GEOL 104 for BIOL 213. APPROVED.
   Note: Determination was made that inadvertent error exists in catalog in that Human Services majors should be allowed to take any two lab science courses rather than a sequence.

2) Joey D. Underwood, Psychology major. Substitute BIOL 230 for an APPROVED Drafting major, joint program with MIT falling under the Technology umbrella. APPROVED Drafting major, joint program with MIT falling under the Bioluminescence major.

3) Sherri Wattenbarger, Psychology major. Substitute BIOL 200 for an APPROVED Drafting major, joint program with MIT falling under the Bioluminescence major.

Glenda Collier

-- 1 --

Fri, 15 May 1998 12:23:19
FACULTY MEETING
MINUTES
MAY 2, 2000

The faculty of Floyd College met on May 2, 2000, by GSAMS with sites at the Heritage Hall Nursing Annex, Cartersville, and Waco. The meeting began at 3:00 p.m. when Dr. Joan Lord called the meeting to order and noted that the minutes of the previous meeting were being distributed.

She made three announcements. Georgia GLOBE has chosen the Floyd College Bookstore to be the online bookstore for eCore. She noted that the Floyd College Bookstore was the only bookstore in the University System with online ordering capability and delivery. She further noted that in spite of somewhat a rocky start, the online system has been working effectively for the last year and no complaints have been registered with the bookstore or the Office of Business & Financial Affairs.

She brought it to the attention of the faculty that some students have conflicts because one or more of their exams is being given at a time other than that which is scheduled. Dr. Lord encouraged all faculty to give the exams during the timeframe posted. Several faculty raised the point that students are using the scheduling of the COMPASS exam as the basis for declaring a conflict in the exam schedule. Carol Callahan clarified that while students are given a suggested time for taking their COMPASS tests, students are free to take the test at any time during the day the test is given so as to avoid any conflict.

Dr. Lord also announced that the Carnegie Foundation sponsors Professor of the Year awards and two-year colleges are specifically included. She encouraged faculty to nominate any of their colleagues who might fit the categories of the Carnegie competition.

Dr. Lord then called on Jon Hershey to present a recommendation from the Student Affairs committee. Jon recommended to the faculty on behalf of the committee that science labs be exempt from the student activity period. Much discussion followed including discussion of alternate times for the exams that might not conflict with science labs, the role of students in setting the time for the activity period, and the number of students who would be excluded from activities because of their involvement in science labs. The recommendation passed.

Dr. Lord then presented the e-Core framework on behalf of the Curriculum Committee. She distributed copies of the Floyd College student learning outcomes, the eCore student learning outcomes, and the curriculum course array for e-Core. She noted the similarity between the Floyd College student learning outcomes and those for e-Core. And she explained that the asterisks on the handout by a number of the outcomes indicated that those outcomes would be applicable to all e-Core courses. She further noted that the Floyd College Curriculum Committee recommends to the e-Core subcommittee that the asterisk on the outcomes related to Quantitative Reasoning and Mathematics be removed. While these are important learning outcomes they do not necessarily apply to all courses, in the opinion of the members of the Floyd College Curriculum Committee. Dr. Lord also noted that the curriculum review at Clayton College and State University had led that body to request that French and Spanish 1102 not be included for credit in Area C of the core curriculum. Their basis for this decision is that foreign language at the 1102-level traditionally does not include sufficient literature for it to be considered a humanities course. Sheila McCoy indicated her pleasure that foreign language is included in the core curriculum at all. She further noted that the position Clayton State's faculty has taken is a traditional view and one which she could accept. The faculty voted unanimously to accept the framework for e-Core.
The faculty approved the course substitution for Tonya Womack, teacher education major, to substitute calculus for Education 2105.

The faculty approved the recommendation for the Dental Hygiene program that 30 hours of observation be required for admission to the Dental Hygiene program.

The faculty received the report that the NMT Hotel, Restaurant and Travel Administration program had been reviewed by an external consultant and found to be at the collegiate level and that this review had been endorsed by the Curriculum Committee. The faculty also endorsed the recommendation of the Curriculum Committee that the Industrial Maintenance program at Coosa Valley Tech be reinstated upon final review of course credentials.

The faculty endorsed the recommendation of the Physical Education program that PHED 1010 be granted variable credit. This action will allow students with credit from the quarter system who have taken one of the two quarter courses which were combined to create PHED 1010 may complete their Physical Education requirement without taking the two hour course in the semester system. In discussion it was pointed out that no student would be allowed to take this course for one hour credit unless they already had one hour credit and were seeking to complete their PHED 1010 requirement.

Dr. Lord reported for the Instructional Council. The faculty endorsed the student petition for waiver of residency credit for Brian Duvall, a student in Cooperative Degree program with North Metro Tech. He will be one hour short of the Floyd College residency requirement but brings credit from Southern Tech.

Dr. Lord presented the Intellectual Property Policy that had been developed by the Statutes and Faculty Affairs committee a year ago. She reminded the faculty that the policy had been approved previously and submitted to the Board of Regents for final approval. The review by the legal staff at the Board of Regents had raised questions about Article III and the policy had been returned for additional work. Dr. Lord noted that this policy requires the approval by the Board of Regents. The Statutes and Faculty Affairs committee had appointed a subgroup under the leadership of Tom Berry to work on this policy. With Tom’s help, the group identified several policies that had been approved by the Board of Regents and used those as models for revising Article III. Because of the importance and complexity of this policy the Instructional Council recommended that the policy be brought to the attention of the faculty at its Spring meeting but that no vote be taken until the fall meeting so that discussions could take place about this policy.

Dr. Lord presented a policy which comes as a recommendation from Enrollment Management Group. It is a request that off-campus center directors, the registrar, and the advising coordinator be authorized to sign drop slips in certain circumstances. Normally students are required to get the signature of the faculty member for any courses they wish to drop. This policy would allow students to obtain signatures from an alternate in the event they are unable to find the faculty member. Dr. Lord pointed out that the Enrollment Management committee had developed a checklist of points to discuss with the student when the student requests withdrawal. She noted that the first item on this checklist was to encourage the student to talk directly to the faculty. Discussion focused on the importance of students talking directly to faculty in the event they wish to drop a class. It was reiterated that students will be sent to faculty in every event possible but circumstances were described when students have been unable to reach faculty and drop slips have been long delayed. Marsha Welch agreed to provide a report to the faculty as soon after the close of Fall semester 2000 as possible indicating how many drop slips are signed by alternates to the faculty. The measure passed unanimously. It was noted that reference to the college preparatory curriculum and its implications for dropping a
course were not included on the checklist. Dr. Lord indicated that the college preparatory curriculum requirements would be added to the checklist.

Dr. Lord brought the academic calendar to the attention of the faculty. She noted that an informal request had been made to move the spring vacation to the ninth week of the semester rather than the eighth week of the semester. Discussion followed concerning the appropriate placement for spring vacation but no motion to move it from the eighth week was made. The academic calendar passed as it was presented. Dr. Lord then presented the committee membership ballot and opened the floor for additional nominations. She also read the list of current members of the Grievance Committee and noted that the Statutes and Faculty Affairs presented this group to continue to serve in that role. These individuals are: Tom Berry, Amelia Billingsley, Donna Daugherty, Margaret Davis, Fred Green, Catherine King, Melvin Perry, and Pauline Ruel. There were no nominations from the floor and the slate was adopted unanimously. Dr. Lord indicated that the post tenure review committee, to be representative of the various divisions of the college, would be elected in the fall as required by the policy.

Dr. Lord then introduced the two policies from the Library Committee that Debbie Holmes presented to the faculty at the last faculty meeting. One is a library discipline policy and the other one is an internet access policy. She called for questions or discussion on these two policies. There being none she called for a vote and they both passed unanimously.

Carol Callahan provided an update on the Matriculation Project. She indicated that duties related to matriculation and related activities had been identified and a system had been created so that faculty would be able to indicate preference for approximately eight activities that they would schedule throughout the upcoming academic year. She indicated that the listing of activities by campus would be available on the web and faculty would be able to indicate by e-mail to Olivia Chandler the eight activities they wish to schedule. Carol also asked each person to provide two alternates. Discussion ensued regarding the list of activities that were available to faculty. There were some concern that the Regents' test proctoring had been included in the list even though this was not directly a matriculation project. There was some concern that other similar activities might also be added including the grading of writing samples for developmental English. Carol agreed to take a second look at those issues. Faculty were told that each unit of activities would average approximately 2½ hours.

Marsha Welch presented the graduation list and sought approval from the faculty. Marsha noted that one student is included on the list who will not graduate until the end of May because of an incomplete clinical requirement. She sought approval from the faculty to graduate that student when all degree requirements are completed. The faculty approved the graduates assuming that each passes all courses he/she is enrolled in and passes the Regents' test.

Dr. Lord provided an update on activities of the Strategic Group, which is comprised of the three Vice Presidents and four members of the Institutional Effectiveness committee. The group had been asked by the Administrative Council to consider a revision to the Institutional Goals and it had undertaken that work and created a new draft. Dr. Lord distributed the draft and explained that three of the former goals, one related to Student Support, one related to Academic Support and, one related to Administrative Support, had all been grouped under one new goal called Support Services. She further indicated that a goal on Institutional Partnerships had been added to the listing. She indicated these goals would be under discussion throughout the summer and into the in-service activities and early fall and would be adopted by the institution some time during fall semester.

Dr. Lord asked for motion to approve April 11, 2000 faculty meeting minutes as distributed. Motion was seconded and approved.
The meeting was adjourned at 4:40 p.m.
It was moved and seconded that the meeting be adjourned at this point.

Mr. Cameron spoke against the adoption of the document. The document was moved for, seconded and approved by the committee. The amended guidelines is attached to the minutes. The adoption of item or made appropriate changes, additions or deletions (a copy of each followed). The committee discussed each item and other approved each.

A ten-minute discussion concerning the proposed publications committee.

Mr. Boyd gave a brief report on financial aid.

By Mr. Shults and unanimously approved.

Mr. Branch moved that we dispense with the reading of the minutes, seconded.

Mr. Boyd, Cameron, Atteker, Dr. Memmott, Mr. Atteker, Chairman.
Mr. Shults
Mr. Branch
Mr. George Putnam
Mr. Memmott
Mr. Memmott Holland
Mr. James Coker
Mr. Gary Branch

Present:

on June 29, 1971 in the conference room. The following members were:

The Student Affairs Committee of Floyd Junior College met at 2:00 p.m.

JUNE 29, 1971
STUDENT AFFAIRS COMMITTEE MEETING
MINUTES
functions

1. The Publications Committee shall establish and maintain basic standards

2. The Publications Committee shall act as a screening board to select

3. The Publications Committee shall prepare and maintain the Yearbook.

4. The Publications Committee shall prepare and promote the use of these media as educational tools and outlets for creative expression, for as many qualties of the school as possible.

5. The Publications Committee shall act as a continuing review board for the editing of all recognized organizations of Ford Junior College.

6. The Publications Committee shall ensure that all student publications media are operated in accordance with their constitutional purposes and objectives.

7. The Publications Committee shall assume the following judicial responsibility:

(a) The responsibility for the hearing and decision of all student publications which continue to operate in violation of the established standards and guidelines after an initial

(b) To remove and/or impose any sanctions from office, such as suspension of publication, removal of position or office.

(c) The responsibility and authority to order the cessation of publications

To indicate the need for such action.

By the Publications Committee.

With respect to any allegations of violations of established standards.

(a) The responsibility to conduct hearings in accordance with due process.

(b) Subject to the following:

1. The Publications Committee shall have the following objectives:

(a) Students shall be encouraged to exercise critical judgment in the selection and presentation of material to be published, without unjust criticism.

(b) Students shall be encouraged to make independent selection of their publications.

(c) Students shall be encouraged to participate in the selection of their publications.

(d) The Publications Committee shall be responsible for all student publications.

(e) The Publications Committee shall be responsible for the establishment and maintenance of basic standards.

MEmBERSHIP

Assistant Director of Student Affairs (Chairman)
3 Faculty chosen by Student Affairs Committee
4 Students chosen by the Student Senate
June 29, 1971,Adopted by the Student Affairs Committee

candidate's qualifications.

mandatory. Any journalistic and/or business training would add to a
on the staff of some communications medium, although this is not
experience.

NOTE: Any candidate for an executive office should possess previous executive

6. Not be on academic warning, academic probation, or social probation.

and during the term of office.

be a full-time student (12 credit quarter hours) at the time of selection
requirements necessary to

office.

2. Plan to be in attendance at Playd Junior College throughout the term of

and shall maintain a 2.0 grade point average throughout the term.

I. Possess a 2.0 cumulative grade point average at the time of selection

Each Executive Officer shall:

MINIMUM QUALIFICATIONS FOR EXECUTIVE OFFICERS

expressions of opinions in student publications.

committee shall be involved with consensus of individual or collective
functions shall not be construed to mean that the publications

1. The Publications Committee shall approve the original establishment of

Page Two
Please make plans to be present.

at 11:00 a.m. in the President’s Conference Room.

There will be a Publications Committee Meeting on Wednesday, May 10.

FROM:  Paul Phillips, Chairman

TO:  Publications Committee Members

MEMORANDUM

May 9, 1972
Total Price: 48 page = $1375.00 46 page = $1160.00
and 54 in 64 page price.

Specifications: Price includes 48 halftones in 48 page price

Binding: saddle stitched
Composition: NGT sets type
Ink: to be decided 2 color cover
Cover - 80# LOE gloss cover
Paper: Inside - 70# Mohawk Superfine Text
Size: 8 1/2 x 11
No. of Pages: 48 and 64 plus cover
Quantity: 1000

I. Composite

Per your request for quantity, etc., below are our specifications and prices:

4. Give you service that will meet your demands.

3. Supply you with a finished product that will represent Floyd Junior

2. Assist you in designing, on designing and laying out the inside

1. Design a cover that meets your needs, using both the idea of a

Within our price structure and specifications we expect to do the following:

Please accept below our proposal to print your forthcoming Composite and The

Dear Paul,

Kem, Georgia
Floyd Junior College
Director of Student Activities
MR. Paul Phillips

May 8, 1972

national graphics, inc

115 trinity place • decaur', georgia 30030 • 373-5769
If I may be of any service, please do not hesitate to call.

We are looking forward to working with you on the job.

Sincerely,

Ray Testa

Ray Testa

NATIONAL GRAPHICS, INC.

If you decide to go...

This is of course, is entirely up to you and we will work with you whichever way you decide to go.

I told you, there is an awful lot we can do with your black and white photos. As talking with you that the cost would run you more than it would be worth. As Paul, we did not figure any full color in the composite because I feel after the way you decide to go.

Total Price: $500.00 per issue

Binding: saddle stitched
Composition: NGL sets type
Ink: same as sample
Cover: 80# LOC Fairfield Cover
Paper: Inset - 70# Springhill Offset
Size: 8 1/2 x 11
No. of Pages: 20 plus cover
Quantity: 200

II. Old Red Kimono

May 8, 1972
At this point the meeting was adjourned.

With a vote of 5 to 0 with one abstention, the motion was seconded and passed above two changes incorporated. The motion to accept the proposal for the structure of the Old Kibomo be accepted with the probable for the structure of the Old Kibono be accepted with the probable.

The Standard moved that the third paragraph on page two be changed to read "The Kibono correspondence should be addressed to the editors." Paul Phillips

Kenneth Anderson stated that the last line on page two should continue and continue.

Wilton Ready, Visitor
Deebay More, Visitor
Joseph Mayson, Visitor
Kenneth Anderson, Visitor
Paul Phillips, Chairman
Richard Timble
Shane Strand
Jerry Music
Emmett Martin
Shelia McCoy
Alice Johnson

The following members and visitors were present:

April 26, 1972 at 11:00 a.m. in the President's Conference Room. The

Publications Committee of Floyd Junior College met on Wednesday,
The meeting was adjourned at 11:30 a.m.

Mrs. Martin made the motion that Mr. Hayson be appointed advisor of the

discussion for advisor of the annual program committee. The motion was seconded by Miss Mc Coy and carried unanimously.

The motion was seconded by Miss Mc Coy and carried unanimously.

The committee will meet next week to decide on the advisor.

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The committee will meet next week to decide on the advisor.
The motion was approved. The main motion to recommend a deletion of the word "only" from the structure.

After considerable discussion the original motion was reflected. It was moved and seconded that the proposed structure of the Old Red Kimono be returned to the original draft to bring the structure more close to line with the Publications Committee guidelines. An amendment was made to

April 26, 1972. The motion carried.

It was moved and seconded to take from the table Mr. Shelton's motion.

Herold Boyd, Chairman
Richard Sullivan
Elaine Stanford
Jerry Shelton
Betty Seabolt
George Pilten
Tom Melton
Sheila McCoy
Richard Hayes, Representing Richard Trimble

were present:

The Student Affairs Committee of Floyd Junior College met on May 23, 1972 at 3:00 p.m. in the President's Conference Room. The following members:

May 23, 1972
STUDENT AFFAIRS MEETING
MINUTES
MEMORANDUM

FRONT: PAUL PHILLIPS

TO: PUBLICATIONS COMMITTEE MEMBERS

August 1, 1972

The Publications Committee of Floyd Junior College will meet on Thursday, August 3, 1972 at 1:00 p.m., in the President's Conference Room. Please make arrangements to attend if at all possible.

FLOYD JUNIOR COLLEGE

A UNIT OF THE UNIVERSITY SYSTEM OF GEORGIA

E. C. BOX 299

ROME GEORGIA 30161
Meeting was adjourned at 3:00 P.M.

Motion to adjourn was made by Ernest Martin and seconded by Sheila McCoy.

Celeste Horton gave a report on the progress of the yearbook.

uniformously.

for the publication of the "Charger." It was seconded and passed

"Charger," Ernest Martin made a motion for the acceptance of the proposal

Jerry Shetion presented proposal for an informational newsletter called the

Sheila McCoy and was seconded unanimously.

Bernie Martin opened meeting with a move that Ken Anderson be elected as

Terece Becket, Visiter
Jerry Shetion, Visiter
Celeste Horton, Visiter
Judy Burns, Visiter
Paul Hiltitus, Chairman
Patrice Roan
Sheila McCoy
Ernest Martin

The following members and visitors were present:

January 10, 1973 at 2:30 P.M. In the President's Conference Room.

The Publications Committee of Floyd Junior College met on Wednesday,

FLOYD JULIOR COLLEGE
PUBLICATIONS COMMITTEE
MINUTES

STUDENT AFFAIRS
JAN 10 1973
RECEIVED
Functions

1. The Publications Committee shall establish and maintain basic standards for all student publications.

2. The Publications Committee shall act as a screening board to select dues and officers for creative expression for as many qualified P.J.C. students as possible.

3. The Publications Committee shall screen and broadcast without unjust criticism.

4. The Publications Committee shall assume the following judicial functions:

   a) The responsibility to conduct hearings in accord with due process, and to remove any executive official from office should such hearings indicate the need for such action.

   b) The responsibility to require public retraction and/or apology and/or

   c) The responsibility and authority to order the cessation of publishing.

   d) By the Publications Committee with respect to any alleged violation of guidelines established.

5. The Publications Committee shall act as a continuing review board for junior college publications, operations of all recognized organizations of Floyd Junior College.

6. The Publications Committee shall ensure that all student communications media are operated in accordance with their constitutional purposes and objectives.

7. The Publications Committee shall assume the following judicial functions:

   a) The publication of the student newspaper and the student yearbook.

   b) The selection of officers and advisors of publications which purport and object.

   c) The representatives of those publications which, by purpose and object, seek to be representatives of the student body, for the purpose of those publications which by purpose and object, seek to be representatives of the student body.

   d) The representatives of those publications which, by purpose and object, seek to be representatives of the student body.

8. The Publications Committee shall act as a screening board to select due and officers for creative expression for as many qualified P.J.C. students as possible.
adopted by the student accrediting committee

- candidate's qualifications.

mandatory. Any journalist and/or business training would add to a
command of some communications medium, although this is not

NOTE: Any candidate for an executive office should possess previous experience

4. Not be on academic warning, academic probation, or social probation.

then during the term of office.

3. Carry and successfully complete at least the requirements necessary to

officer.

2. Plan to be in attendance at Floyd Junior College throughout the term of

and shall maintain a 2.0 grade point average throughout the term.

1. Possess a 2.4 cumulative grade point average at the time of selection

Each executive officer shall:

MINIMUM QUALIFICATIONS FOR EXECUTIVE OFFICERS

expressions of opinions in student publications.

committee shall be involved with censorship of institutional or college

9. These functions shall not be construed to mean that the publications

8. The publications committee shall approve the original establishment of

Page Two
Meeting was adjourned at 3:00 p.m.

MOTION to adjourn was made by Ernest Martin and seconded by Sheila McCoy.

Celeste Nisson gave a report on the progress of the yearbook.

unanimously.

for the publication of the "Charger". It was seconded and passed unanimously.

Shelia McCoy and was passed unanimously.

Ernest Martin opened meeting with a move that Ken Anderson be elected as

Terese Parker, Visitor
Jerry Shilton, Visitor
Celeste Nisson, Visitor
Judy Burns, Visitor
Paul Phillips, Chairman
Patrice Nolan
Sheila McCoy
Ernest Martin

The following members and visitors were present:

January 10, 1973 at 2:30 p.m. In the President's Conference Room.

The Publications Committee of Floyd Junior College met on Wednesday,

FLOYD JUNIOR COLLEGE
PUBLICATIONS COMMITTEE
MINUTES

STUDENT AFFAIRS
Jan 10 1973

RECEIVED
MEMORANDUM

FROM: Paul Phillips, Publications Committee Chairman

The Publications Committee will meet Thursday, April 11, 1973 at 3:05 p.m. in the President's Conference Room.

COMMITTEE MEMBERS
Jerry Musick, Patrice Nolan, Charlotte Lovell, Publications, Harold Boyd, Ernie Martin, Richard Trumble, Sheila McCoy,

TO:

April 16, 1973

Floyd Junior College
P.O. Box 790
Rome, Georgia 30161

A UNIT OF THE UNIVERSITY SYSTEM OF GEORGIA
Respectfully submitted,

[Signature]

Mr. Martmill moved to adjourn the meeting. Mr. Phillips seconded the motion passed unanimously.

Mr. Martmill moved that the motion be made editor for the yearbook,

Mr. Martmill moved that Jerry Mason be elected. All the candidates were discussed at length.

The nominations for the yearbook editor were Jerry Porter, Billy Kravitz, and Dan Portnet. All three candidates were discussed at length.

The nominations carried unanimously.

Mr. Martmill moved that Jerry Mason be selected to take the job at the first meeting of the next term. The motion carried unanimously.

Mr. Martmill moved that the motion be made editor for the yearbook, and the motion passed unanimously.

Mr. Martmill called for a question, and the meeting dismissed. Gitations followed, Mr. Martmill, editor of the Old Red Knight, was selected to be made editor of the yearbook. The order of business was the selections for the yearbook. The selections were Harold Boyd, Billy Kravitz, and Dan Portnet. The selections were Jerry Mason, Bessie Martmill, and Paul Phillips.

Mr. Martmill called the Publications Committee meeting to order on April 19, 1973. The members present were Bessie Martmill, Arthur Phillips, Francis Martmill, and Paul Phillips.
The second was made by Phil Williamson, and it passed unanimously.

The motion was made by Joel Cordle. The motion passed unanimously.

Mr. Phillips requested for the committee the recommendations made by the

Mr. Phillips recommended publishing publications and, in particular, recommenda-

The motion was made by Margaret Davis that Calvin Thomas be appointed

and recommended unanimously.

The motion was made by Margaret Davis that Calvin Thomas be appointed

and recommended unanimously.

and to discuss the status of the Dairy.

Montgomery

May 23, 1974 - 3:00 p.m.

Publication Committee Meeting

Minutes

Members present: Michael Riley, Margaret Davis, Paul Phillips, Phil Hall,

Visitors present: Kenneth Anderson, Judy Burns, Joey Mayson, and Harold Boyd

Secretary: Joel Cordle, and Phil Williamson.
motion, the meeting was finally over.

Margaret Davie moved for adjournment at 4:30 p.m., Phil Hall seconded the

possible purchase of a new electric hole punch. The president held the punch, used for the Old Red Kalamazoo, and

decided to purchase. Publishing costs, selling ads for the newspaper, a paid

event, would go to workshops, publishing costs, selling ads for the newspaper, a paid

question. Regarding the Mitchell Post, Old Red Kalamazoo, use of composer, sponsoring

There was a minimum of discussion headed mostly by Jeff Mayson and Kenneth

committee meeting. Phil Stetson seconded this. It passed unanimously.

Michael Alley moved to table discussion on yearbook until after the next budget

meeting. Stetson seconded this. It passed unanimously.

realized through the sale of ads and possible through subscriptions.

The yearbook is not funded by the budget committee. Michael Alley questioned

and the fact that the student body's majority feeling was not expressed when

the necessity of having a yearbook at a junior college. There was a great deal

put forth and clearly stated that he had control over when GCA officers receive stipends. Mr. Phillips

which was requested. Phil Stetson was seconded. Jeff Burns and Mr. Phillips pointed

The original motion by Michael Alley was rescinded and passed unanimously.

Committee has the same control over the GCA officers.

The student activities exist within the framework of the Publications Board, which is not a committee.

would direct a memorandum to MR. Phillips stating that they should receive

stipends, but no control when GCA officers receive stipends. Mr. Phillips

Discussion, are officers not to be paid if they do not function satisfactorily?

of the quarter rather than the beginning. This was seconded by Phil Hall.

Michael Alley made a motion that contingent on other stipended positions


The meeting adjourned at 2:30 P.M.

Funds.

He also said this would be asked of all departments with student activities. It was important for the students to realize where their funds went. Further stated that paper was published with student activities money. He further stated that Mr. Phillips had a request that Joey Mason please make it clear that the student council would fund a meeting.

Mr. Phillips reminded Mr. Mason that the budget committee will meet.

Mr. Phillips reminded Mr. Mason that the budget committee would meet on November 1st. The meeting would be held at the residence of Mr. Phillips. If there are any further publication business, it will be handled at the meeting.

Mr. Phillips asked if there were any further publication business. It was not mentioned.

Mr. Phillips was going on about picture taken at the reception. When Mr. Phillips was going on about picture taken at the reception, Mr. Phillips was going on about picture taken at the reception.

Respectfully submitted,

[Signature]


Publisher's Note: This article appeared in the Student Affairs, October 15, 1979, page 11.

This Student Publications Committee met on Thursday, October 7, 1979.

October 7, 1979

Floyd Junior College

Publications Committee