

Faculty Senate Meeting Minutes December 7, 2012

Attendees:

President: Pat Wurth

Vice President: George Meghabghab

Secretary: Marianna Mabry

TBR Sub-council Rep.: Pam Sierjiej

Parliamentarian:

Math Science:

Ron Sternfels

Steven Zahnang

Allied Health:

Sue Sain

Karen Feltner

Teri Gergen

Nursing:

Vickie Harris

Elaine Nagelson

Marcia Shloush

Ruth Palmer

Humanities

Brenda Luggie

Ralph Monday

Ted Stryk

Social Science/Business and Education

Brad Fox

Library:

Quorum was established

Minutes were approved with revisions

Smart Starts Diane Raines and Karen Brunner

The smart choice is designed to start students off with a smart option or options. The general education faculty from the general education committee met along with Amy Keeling to develop a summer curriculum to facilitate the "student drifters" who are undecided and those who require learning support. The end result of this collaboration was the 15 smart start choices (2 were presented at the meeting, see attached). Lottery is available in the summer although Pell grants are not; therefore, a summer semester is included in the smart start plans. The RX TN grant provides for 2 completion coaches one coach housed at ORBC and another at Harriman. There will be a completion "pow-wow" in March amongst all the TBR institutions and it appears RSCC may be a leader in completion ideas. They are also working on grant to provide program specific tutors for allied health and nursing. After a discussion, the faculty senate was supportive of the smart start projects.

President's Report

Due to the illness of President Whaley there is no President's Report from Pat Wurth.

Syllabus Committee

The committee is awaiting comments and feedback from faculty. The final vote for the final draft of the syllabus will be voted on next semester.

Security Committee

Per George Meghabghab there have been problems with folks stuck in the elevator and phoning for help and being connected to the OR police department. Also, the security guard called in sick and this information was not shared with anyone. Danny Gibbs has been emailed regarding the need for an "incident form" so there is awareness of problems and a process can be developed to correct problems. There has been no response as of yet from Danny Gibbs. George is requesting all issues regarding security be brought forward to him and he will continue to pursue the creation of an incident report with Danny and the new chief of police.

A question was posed as to the liability requirements of RSCC insurance.

TBR Sub council

Chancellor John Morgan addressed the council members and asked them to form 2 groups. One group would provide faculty input for the search for the Vice Chancellor of Academy Affairs. A motion was made to place the requirement for a terminal degree in the job description. The motion passed. The 2nd group is to provide advice in drafting a new document /policy regarding shared governance and academic freedom.

The sub-council will vote on domestic partner benefits. The vote is either neutral/for/abstain.

Constitution committee

Per Brad Fox the committee is waiting on information from Chris Whaley. Due to Dr. Whaley's illness the issue is temporarily tabled.

The meeting was adjourned at 3:30 p.m.

Respectfully Submitted,

Marianna Mabry

Faculty Senate Secretary

Smart Start Curriculum

Degree Goal: Associate of Arts

Draft

Major: Undecided Learning Support Requirements: None

In order to maximize your success in the courses you take at Roane State Community College and to progress toward graduation in a timely manner, it is strongly recommended that you enroll in the following courses during your first year.

<u>FIRST SEMESTER</u>	<u>CREDITS</u>	<u>FIRST SEMESTER</u>	<u>CREDITS</u>
<p><u>ENGL 1010 (3 credits)</u> Composition I</p>	3		
<p><u>MATH 1130</u> College Algebra Or (depending on potential major) <u>MATH 1530</u> Probability and Statistics or <u>Higher Level Math Course</u></p>	3		
<p><u>COLS 1010 – (3 credits)</u> SOS – Study, Organize, Succeed or <u>SPCH 1010 – (3 credits)</u> Fundamentals of Speech Communication or <u>Humanities Elective – (3 credits)</u> ARTH 1030 Art Appreciation ARTH 2010 Survey of Art History I ARTH 2020 Survey of Art History II MUS 1030 Music Appreciation THEA 1030 Introduction to Theatre PHIL 1030 Introduction to Philosophy PHIL 201 Introduction to World Religions PHIL 121 Elementary Ethics</p>	3		
		<p><u>Social Science Elective – (3 credits)</u> ANTH 2150 Native American Studies ECON 2010 Macroeconomics ECON 2020 Microeconomics GEOG 2010 World Regional Geography INTL 1010 Introduction to Global Studies POLS 1030 American Government POLS 1025 Introduction to Political Science PSYC 1030 General Psychology PSYC 2130 Life Span Psychology SOCi 1010 Introduction to Sociology SOCi 1020 Social Problems SOCi 2110 Cultural Anthropology SOCi 2120 Prehistoric Archaeology WELL 1010 Lifetime Wellness or <u>Natural Science Sequence* – (4 credits)</u> (Choose one of the following.) ASTR 1010 Introduction to Astronomy I BIOL 1110 General Biology I GEOL 1040 Physical Geology *Register for both lecture and lab sections</p>	3-4
<p><u>Foreign Language – (3 credits)</u> FREN 1010 Beginning French I GERM 1010 Beginning German I SPAN 1010 Beginning Spanish I</p>	3		

TOTAL POSSIBLE CREDITS = 15-16

*Once you have decided on a major, fill out a "change of major" form and then contact your newly assigned advisor.

Suggested Curriculum
 Degree Goal: Associate of Arts
 Major: Undecided Learning Support Requirements: None

SECOND SEMESTER

CREDITS

SECOND SEMESTER

CREDITS

ENGL 1020 – (3 credits)
 English Composition II

3

Social Science Elective – (3 credits)
 ANTH 2150 Native American Studies
 ECON 2010 Macroeconomics
 ECON 2020 Microeconomics
 GEOG 2010 World Regional Geography
 INTL 1010 Introduction to Global Studies
 POLS 1030 American Government
 POLS 1025 Introduction to Political Science

3-4

SPCH 1010 – (3 credits)
 Fundamentals of Speech Communication
 or
COLS 1010 – (3 credits)
 SOS – Study, Organize, Succeed

3

PSYC 1030 General Psychology
 PSYC 2130 Life Span Psychology
 SOCI 1010 Introduction to Sociology
 SOCI 1020 Social Problems
 SOCI 2110 Cultural Anthropology
 SOCI 2120 Prehistoric Archaeology
 WELL 1010 Lifetime Wellness

3

History* – (3 credits)
 HIST 1010 Survey of Western Civilization I
 HIST 1020 Survey of Western Civilization II
 HIST 1210 Survey of World History I
 HIST 1220 Survey of World History II
 HIST 2010 Survey of U.S. History I
 HIST 2020 Survey of U.S. History II
 HIST 2030 Tennessee History
 (*check with potential transfer institution for appropriate sequence)
 or
Humanities Elective – (3 credits)
 ARTH 1030 Art Appreciation
 ARTH 2010 Survey of Art History I
 ARTH 2020 Survey of Art History II
 MUS 1030 Music Appreciation
 THEA 1030 Introduction to Theatre
 PHIL 1030 Introduction to Philosophy
 PHIL 201 Introduction to World Religions
 PHIL 121 Elementary Ethics

3

Foreign Language – (3 credits)
 FREN 1020 Beginning French II
 GERM 1020 Beginning German II
 SPAN 1020 Beginning Spanish II

Natural Science Sequence* – (4 credits)
 (Choose one of the following)
 ASTR 1010 Introduction to Astronomy I
 ASTR 1020 Introduction to Astronomy II
 BIOL 1110 General Biology I
 BIOL 1120 General Biology II
 GEOL 1040 Physical Geology
 GEOL 1050 Historical Geology
 *Register for both lecture and lab sections

TOTAL POSSIBLE CREDITS = 14-16*

Suggested Curriculum - DRAFT

Degree Goal: Associate of Science

Major: Undecided Learning Support Requirements: Writing (ENGL) and Math (MATH)

SECOND SEMESTER

CREDITS

SECOND SEMESTER

CREDITS

ENGL 0892 – (2 credits)
Writing Learning Support II
or
ENGL 1010 (3 credits)
Composition I

2-3

3-4

MATH 0892 – (2 credits)
Math Learning Support II
or (based on potential major)
MATH 1530 – (3 credits)
Probability and Statistics
or (based on potential major)
MATH 1000 – (3 credits)
Algebra Essentials

2-3

Social Science Elective – (3 credits)
ANTH 2150 Native American Studies
ECON 2010 Macroeconomics
ECON 2020 Microeconomics
GEOG 2010 World Regional Geography
INTL 1010 Introduction to Global Studies
POLS 1030 American Government
POLS 1025 Introduction to Political Science
PSYC 1030 General Psychology
PSYC 2130 Life Span Psychology
SOC1 1010 Introduction to Sociology
SOC1 1020 Social Problems
SOC1 2110 Cultural Anthropology
SOC1 2120 Prehistoric Archaeology
WELL 1010 Lifetime Wellness
or
Natural Science Sequence* – (4 credits)
(Choose one of the following)
ASTR 1010 Introduction to Astronomy I
ASTR 1020 Introduction to Astronomy II
BIOL 1110 General Biology I
BIOL 1120 General Biology II
GEOL 1040 Physical Geology
GEOL 1050 Historical Geology
*Register for both lecture and lab sections

3

3

COLS 1010 – (3 credits)
SOS – Study, Organize, Succeed
or
SPCH 1010 – (3 credits)
Fundamentals of Speech Communication
or
Humanities Elective – (3 credits)
ARTH 1030 Art Appreciation
ARTH 2010 Survey of Art History I
ARTH 2020 Survey of Art History II
MUS 1030 Music Appreciation
THEA 1030 Introduction to Theatre
PHIL 1030 Introduction to Philosophy
PHIL 201 Introduction to World Religions
PHIL 121 Elementary Ethics

Targeted Elective (depending upon completion of Writing Learning Support) based on interest or potential major – (3 credits)

TOTAL POSSIBLE CREDITS = 13-16*

If fewer than 30 college-level credit hours have been earned at the end of your second semester, strongly consider attending Maymaster and/or summer school and enrolling in the following:

Smart Start Curriculum - DRAFT

Degree Goal: Associate of Science

Major: Undecided Learning Support Requirements: Writing (ENGL) and Math (MATH)

In order to maximize your success in the courses you take at Roane State Community College and to progress toward graduation in a timely manner, it is strongly recommended that you enroll in the following courses during your first year.

<u>FIRST SEMESTER</u>	<u>CREDITS</u>	<u>FIRST SEMESTER</u>	<u>CREDITS</u>
<u>ENGL 0891 – (3 credits)</u> Writing Learning Support I	3	<u>Social Science Elective – (3 credits)</u> ANTH 2150 Native American Studies ECON 2010 Macroeconomics ECON 2020 Microeconomics GEOG 2010 World Regional Geography INTL 1010 Introduction to Global Studies POLS 1030 American Government POLS 1025 Introduction to Political Science PSYC 1030 General Psychology PSYC 2130 Life Span Psychology SOCI 1010 Introduction to Sociology SOCI 1020 Social Problems SOCI 2110 Cultural Anthropology SOCI 2120 Prehistoric Archaeology WELL 1010 Lifetime Wellness	3-4
<u>MATH 0891 (3 credits)</u> Math Learning Support I	3	<u>Natural Science Sequence* – (4 credits)</u> (Choose one of the following) ASTR 1010 Introduction to Astronomy I BIOL 1110 General Biology I GEOL 1040 Physical Geology *Register for both lecture and lab sections	
<u>Targeted Elective (without a writing pre-requisite) based on interest or potential major* - (3 credits)</u>	3		
<u>COLS 1010 – (3 credits)</u> SOS – Study, Organize, Succeed or <u>SPCH 1010 – (3 credits)</u> Fundamentals of Speech Communication or <u>Humanities Elective – (3 credits)</u> ARTH 1030 Art Appreciation ARTH 2010 Survey of Art History I ARTH 2020 Survey of Art History II MUS 1030 Music Appreciation THEA 1030 Introduction to Theatre PHIL 1030 Introduction to Philosophy PHIL 201 Introduction to World Religions PHIL 121 Elementary Ethics	3		

TOTAL POSSIBLE CREDITS = 15-16

*Once you have decided on a major, fill out a “change of major” form and then contact your newly assigned advisor.

Suggested Curriculum – DRAFT
Degree Goal: Associate of Science
Learning Support Requirements: Writing (ENGL) and Math (MATH)

Major: Undecided

MAYMESTER AND/OR SUMMER

CREDITS

MAYMESTER AND/OR SUMMER

CREDITS

SPCH 1010 – (3 credits)
 Fundamentals of Speech Communication
 or
Humanities Elective – (3 credits)
 ARTH 1030 Art Appreciation
 ARTH 2010 Survey of Art History I
 ARTH 2020 Survey of Art History II
 MUS 1030 Music Appreciation
 THEA 1030 Introduction to Theatre
 PHIL 1030 Introduction to Philosophy
 PHIL 201 Introduction to World Religions
 PHIL 121 Elementary Ethics

3

Social Science Elective – (3 credits)
 SOCI 1010 Introduction to Sociology
 GEOG 2010 World Regional Geography
 INTL 1010 Introduction to Global Studies
 POLS 1030 American Government
 POLS 1025 Introduction to Political Science
 PSYC 1030 General Psychology
 PSYC 2130 Life Span Psychology
 SOC 1020 Social Problems
 SOCI 2110 Cultural Anthropology
 SOCI 2120 Prehistoric Archaeology
 WELL 1010 Lifetime Wellness
 or
Natural Science* Sequence – (4 credits)
 (Choose one of the following)
 ASTR 1010 Introduction to Astronomy I
 ASTR 1020 Introduction to Astronomy II
 BIOL 1110 General Biology I
 BIOL 1120 General Biology II
 GEOL 1040 Physical Geology
 GEOL 1050 Historical Geology
 *Register for both lecture and lab sections

3-4

TOTAL POSSIBLE CREDITS = 3-7*

*7 credit hours could be earned by completing one Maymester course and one 3-credit hour summer term course or two 3-credit hour summer term courses.

Roane State Community College
Division of
Course Rubric
Course Name
SYLLABUS TEMPLATE

COURSE INFORMATION

Course Type: Face to Face, Online, or Hybrid.

Day and Time: Day and Time are listed.

Credit Hours: Specifies the number of credit hours.

Course Objectives: A brief statement describing the nature of the course, what the student can expect to learn, and an overview of course activities such as teamwork, group projects, student web pages, etc.

Learning Outcomes: Outcomes specify what students will know or be able to do as a result of a learning activity. Outcomes are usually expressed as knowledge, skills, or attitudes.

Prerequisites for the course: A list of all course prerequisites with a statement of why the prerequisites are deemed necessary.

Course Topics: A suggested sequence of course topics, perhaps noting that students should complete certain core modules prior to moving to elective or more advanced modules.

Specific Course Requirements: A description of any special course requirements, such as knowledge of specific software, and why it is necessary for successful completion of the course.

Other¹:

INSTRUCTOR INFORMATION

Name: Instructor's Name

Office: Campus, Building and Office Number.

Office Hours: detailed office hours.(Office hours are subject to change) .

Phone: office phone number or other.

Email: RSCC's email.

Other¹:

TEXTBOOKS AND SUPPLEMENTARY MATERIALS

Textbook: A list of textbooks with the author, title, publisher, edition, date, and ISBN number.

Supplementary Materials: A list of other published material the student is required to purchase for the course including lab manuals, software, etc.

Other¹:

GRADING AND EVALUATION

Grading procedure: A detailed statement of how grades are related to or reflective of the learning outcomes.

¹ Other is optional

Grading scale: The scale is used to translate point values into letter grades when calculating your final grade.

Assignments and Evaluations: A sequenced list of assignments and tests/quizzes arranged by course section or module with due dates if applicable.

Other¹:

PLAGIARISM AND ACADEMIC INTEGRITY

Academic Misconduct includes, but is not limited to, **Plagiarism, Cheating, Fabrication and Facilitation**. Academic misconduct is prohibited. Upon identification of misconduct, an instructor has the authority to assign an “F” or a zero for the exercise, the examination, or the entire course. Students guilty of academic misconduct that would typically result in the grade of “F” for the course will not be permitted to drop the class in which the academic misconduct occurred. The instructor will contact the appropriate Division Dean who will then contact Records and request that an administrative hold be placed on the course in question. The instructor will notify the student of the appropriate due process/appeal procedure. The administrative hold will remain in place until the academic misconduct matter is concluded.

STUDENTS WITH DISABILITIES

Qualified students with disabilities will be provided reasonable and necessary academic accommodations if determined eligible by the appropriate disability services office staff. Prior to granting disability accommodations in the course, the instructor must receive written verification of a student's eligibility for specific accommodations from the disability services office staff. It is the student's responsibility to initiate contact with the disability services staff and to follow the established procedures for having the accommodation notice sent to the instructor. Students requiring modifications due to documented disability must notify faculty within the first two weeks of classes.

TECHNICAL SUPPORT AND ADDITIONAL STUDENT RESOURCES

CTAT/HELP DESK: If you are having problems logging into your course on Momentum, timing out of your course, using your course web site tools please call **CTAT** at 865-882-4556, M-F, 9-5 EST. For all other technical problems call **Help Desk** at: 865-3543000 Ext 4357.

Other²:

SYLLABUS CHANGES

The Instructor reserves the right to make changes to the syllabus as long as the students are notified.

OPTIONAL ITEMS (TO BE ADDED BY INDIVIDUAL FACULTY MEMBERS)

² Includes Library, Counseling, and Learning Center.

