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Liberty University

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The Faculty Senate of Liberty University

Moderator: *David Croteau*
Moderator Elect: *Brian Melton*
Past Moderator: *Samuel Smith*

Secretary: *Mary Beth Grayson*
Executive Committee At-large:
Kurt Reesman & Michael S. Jones

Chaplain: *Gaylen Leverett*
Parliamentarian: *John Hugo*

Minutes: Friday, September 25, 2009 (rescheduled from September 18, 2009)

Senators:

Kyung Bae	Jonathan	Michael S. Jones	Leonard Parker	Sandra Slayton
Sean Beavers	Geukgeuzian	Tonia Kennedy	Monica Parson	Michael Smith
Mark Blais	Mary Beth	Taeseong Kim	Marcy Pride	Matthew Towles
Phil Blosser	Grayson	John Kinchen	Nathan Putney	David Wheeler
Diane Bridge	Jerry Harvey	David Lawson	Kurt Reesman	Branson Woodard
Kevin Chiarizzio	Craig Hinkson	Brian Melton	Paul Rickert	Darren Wu
Cam Davis	Matalie Howard	Thomas Metallo	Marcus Ross	
Randall Davy	David Jenkins	Bette Miles	Abigail Sattler	
Stephanie Deacon	Dennis Jennings	Larry Nelson	Heather Schoffstall	
Fabio Freyre	Joe Jeyaraj	Eva Palmer	James Shelton	

Parliamentarian: John Hugo

Chaplain: G. Leverett

Past Moderator: Samuel Smith

Ex Officio: Brian Yates

Excused Absences: David Croteau, Clive McClelland, Vernon Whaley, Jim Schoffstall, Rachel Schwedt

Guests: G. Runion, D. Towles, M. Floyd

Call to Order – *B. Melton*

Invocation – *G. Leverett*

Administrative Comments – *G. Runion*

Presentation of Minutes – *M. B. Grayson*

Information Only –

Senate procedures regarding items to be included on the agenda or referred to committees

Committee Reports and Goals

- Elections Committee
- Academic and Admissions Standards
- Athletic
- Undergraduate Curriculum
- Faculty Development and Welfare
- Information Services
- Student Life
- General Education
- Academic Facility-Use

Changes to Spanish Course Titles – Effective Fall 2010

- **Spanish 301:** From **Advanced Spanish Conversation and Grammar** to **Advanced Spanish Grammar and Composition**
- **Spanish 304:** From **Latin American Civilization/Culture** to **Civilization and Culture of Latin America**
- **Spanish 323:** From **Survey of Latin American Literature** to **Latin American Literature**

Old Business

Elections Committee – *S. Slayton*

New Business

SB 0909-01 Changes to Spanish Major (English & Modern Languages) Effective Fall 2010

Changes to Major

Rationale—These changes are being made on a two-fold basis: First, as a result of an NCATE (National Council for Accreditation of Teacher Education) review of the program, and second to replace upper level courses not taught in Spanish with those that are. The review discovered two courses that were no longer offered, and several of Liberty’s were not taught in Spanish. The rearrangement of courses also resulted in an hour change from 33 to 36.

Changes:

Courses no longer offered:

- SPAN 320 replaced SPAN 300
- SPAN 305 replaced SPAN 303

Those replacing courses taught in English and thus not contributing to oral proficiency:

- SPAN 410 replaced MLAN 305
- SPAN 450 replaced the option allowing for an HIEU OR HITW course.

Added requirements:

- SPAN 310

CURRENT PROGRAM. REQUIREMENTS (33 hrs)		PROPOSED PROGRAM REQUIREMENTS (36 hrs)	
Course	Hours	Course	Hours
SPAN 201	3	SPAN 301	3
SPAN 202	3	SPAN 302	3
SPAN 301	3	SPAN 304 or 305	3
SPAN 302	3	SPAN 310	3
SPAN 321, 322 or 421	3	SPAN 321	3
*SPAN _____	3	SPAN 450	3
*SPAN _____	3	*SPAN _____	3
*SPAN _____	3	*SPAN _____	3
HIEU 370, 380, 390,		**MLAN 213	3
HITW 471 or 472	3		
MLAN 213	3	DIRECTED ELECTIVES WI/IN THE MAJOR (9 hrs)	
MLAN 305 or 403	3	SPAN 320	3
		SPAN 322	3
TOTAL HOURS:	33	SPAN 323	3
		SPAN 410	3
		SPAN 421	3
		TOTAL HOURS:	36
		*6 hours of internship or the equivalent to be taken abroad in a country where Spanish is the language of business and government.	
		**Students pursuing certification will also be required to take MLAN 403, Second Language Acquisition.	

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SB 0909-02 New Course Proposal (Department of Aviation) Effective Spring 2010

AVIA 103--Flight Attendant Orientation (1 credit hour)

This course will introduce the student to the basic safety and customer service requirements of a professional flight attendant. It is conducted in a forty-hour intensive format, has a lab fee, and upon successful completion, the student will receive a certificate of completion from the Flight Attendant Training Group LLT.

Lab fee: \$500.00

Rationale: This course is a forty hour intensive designed to replace the AVIA 102 (which is intended for pilots, not flight attendants) in the new flight attendant program.

SB 0909-03 Liberty University Academic Code of Honor for Residential Undergraduate Students

I. PREAMBLE

Liberty University students, faculty, administrators, and staff together form a Christian community based upon the values and goals of the Bible. These are defined in our foundational statements, including our Doctrinal Statement, our Philosophy of Education and Mission Statement, the Statement of Professional Ethics for the Faculty, and our Student Code. Together, these statements situate Liberty University within the long tradition of university culture, which in its beginnings was distinctively Christian, designed to preserve and advance truth.

Anyone, whether Christian or non-Christian, who shares our values and goals, is both welcome and valued in our community. We want all students to feel comfortable in our community of learning, and we extend to all of our students our spiritual and academic resources, with the goal of fostering spiritual growth, character development, and academic maturity.

Communities are based upon shared values and practices. This Code of Honor, an expression of the values inherent in our Doctrinal Statement, defines the rules and principles by which our community functions. At the core of this Code are two key concepts: a belief in the dignity of all persons and an insistence on the existence of objective truth.

While we understand that everyone will not agree with the statements that follow, we do expect that our students respect and uphold these standards while registered at Liberty University. Abiding by the principles and behaviors established in this Code of Honor makes possible the success of our students and the strengthening of the Liberty community.

II. ACADEMIC HONOR CODE

A. ACADEMIC MISCONDUCT

Academic misconduct includes, but is not limited to plagiarism, cheating and falsification.

1. Plagiarism

Plagiarism is the intentional failure to give sufficient attribution to the words, ideas, or data of others that the student has incorporated into his/her work for the purpose of misleading the reader. In some cases, a student may be careless and fail to give credit to the words, ideas or data of others. In such situations, plagiarism has still occurred, but the professor may choose a sanction as deemed appropriate. In order to avoid plagiarism, students must conscientiously provide sufficient attribution. Attribution is sufficient if it adequately informs and, therefore, does not materially mislead a reasonable reader as to the true source of the words, ideas, or data. Students who have any doubt as to whether they have provided sufficient attribution have the responsibility to obtain guidance from their professor or other person to whom they are submitting their work.

Plagiarism in papers, projects or any assignment prepared for a class shall include the following:

- Omitting quotation marks or other conventional markings around material quoted from any printed source (including digital material)
- Directly quoting or paraphrasing a specific passage from a specific source without properly referencing the source
- Replicating another person's work or parts thereof and then submitting it as an original
- Purchasing a paper (or parts of a paper) and representing it as one's own work

2. Cheating

Cheating is a form of dishonesty in which a student gives the appearance of a level of knowledge or skill that the student has not obtained, provides unauthorized aid, or wrongly takes advantage of another's work. Examples include, but are not limited to:

- Copying from another person's work on an examination or an assignment
- Allowing another student to copy any portion of one's work on an examination or an assignment
- Using unauthorized materials or giving or receiving any other unauthorized assistance on an examination or an assignment
- Taking an examination or completing an assignment for another, or permitting another to take an examination or to complete an assignment for the student.
- Reusing a paper from a previous course
- Paying another student to complete a course, an individual assignment or exam

3. Falsification

Falsification is a form of dishonesty in which a student misrepresents the truth, invents facts, or distorts the origin or content of information used as authority. Examples include, but are not limited to:

- Dishonestly answering or providing information in the application process
- Citing a source that is known not to exist
- Attributing to a source ideas and information that are not included in the source
- Falsely citing a source in support of a thought or idea when it is known not to support the thought or idea
- Citing a source in a bibliography when the source was neither cited in the body of the paper nor consulted
- Intentionally distorting the meaning or applicability of data
- Inventing data or statistical results to support conclusions.

B. PROCEDURES FOR THE INVESTIGATION, ADJUDICATION, AND LEVELING OF SANCTIONS FOR THE VIOLATIONS OF THE ACADEMIC CODE OF HONOR

1. Processing Allegations

When an alleged violation of the Academic Code of Honor has been reported to the instructor or administration, the instructor will confront the student within ten business days of the discovery of the infraction. The instructor may issue an oral (or written) reprimand, send written notification to the Program Director and/or Dean, reduce a grade, adjust credit on an assignment and/or require additional work. The instructor may determine that a failing grade for the course is the appropriate sanction. In any event, the instructor will inform the student of the decision.

The reporting procedure is as follows:

- The instructor will write a report outlining the violation.
- The report will be provided to the student and the Program Director along with the sanctions recommended.
- If blatant academic dishonesty occurs in a clear and convincing manner, the student may receive a grade of F for the course in which the academic misconduct occurred.
- Students receiving a grade of F for academic dishonesty on a particular assignment will be notified by the professor of the course in an appropriate manner, including but not limited to returning the assignment with comments, email, letter, telephone call, and/or a personal meeting.
- If warranted, the results of academic honesty review may be forwarded to the Office of Student Affairs for any other disciplinary action that may be appropriate.
- If non-blatant academic misconduct (such as inadvertent plagiarism) occurs in a course, the professor will contact the student and conduct such further investigation as needed. If the professor determines that a sanction is called for, the professor may issue an oral reprimand, send written notification to the Department Chair of the School in which the course resides, reduce a grade, adjust credit and/or require additional work.
- When a student receives a course grade of F for academic dishonesty, the professor may report the reason for the F to the Registrar and request that it be recorded as an FD grade. This FD grade will appear on the student's transcript.
- The student, upon receipt of the results of the academic honesty review, will have five business days to appeal the decision to the professor and Program Director.

2. Sanctions

If the professor determines that a sanction is called for, the professor may issue an oral or written reprimand, adjust credit and/or require additional work. The professor also maintains the right to assign the grade of F for the course if the investigation determines that it is the appropriate sanction. In this instance, the Registrar will record the F as FD, which will appear on the student's transcript. The repeat policy may not be applied to this grade.

If the student is found guilty of academic dishonesty (either blatant or non-blatant) in any subsequent course where a grade of FD is posted, he or she will be dismissed from the University.

In determining the sanction to be imposed, the following will be considered: the student's intent to violate the Code of Honor, the degree of carelessness, the gravity of the offense and the student's overall conduct while enrolled at Liberty University. Student Affairs and Registrar may be consulted during this process.

In cases of proven academic misconduct in a particular course, the Department Chair or Program Director will usually defer to the course professor's recommendation. In some cases, however, where the Department Chair or Dean perceives a clear conflict of interest or faulty judgment on the part of the faculty member, or where the sanctions suggested by the professor are demonstrably inconsistent with those that resulted from other similar instances of academic misconduct, the Department Chair and Dean reserve the right to adjust the sanction(s) as appropriate.

A written copy of the decision shall be mailed or e-mailed to the student.

Please Note: All cases of alleged academic dishonesty will be resolved with the utmost concern for strict confidentiality by those individuals involved in the proceedings. Information about the case will be provided only to those with a need to know in order to perform their job duties.

3. Appeal Procedure

In cases where an allegation of any Academic Code of Honor violation occurs and the student does not admit guilt, he/she may pursue the process below. The student will be given an opportunity to provide written evidence in opposition to the charge. Persons who threaten or conduct other acts of retaliation against those individuals who acted in good faith (i.e., honestly and with intentions of being fair) in reporting (even if mistakenly) alleged instances of academic dishonesty will be subject to disciplinary action, including possible suspension or expulsion from Liberty. Any report of alleged academic dishonesty not made in good faith will also be subject to disciplinary action.

Examples of retaliation include, but are not limited to:

- Circumventing the appeal procedure and going directly to a university administrator such as the Dean, the Provost or the Chancellor
- Threatening a faculty member or student
- Harassment
- Verbal or physical abuse
- Verbal or written disrespect to a faculty or staff member (this includes e-mails)
- Offensive or crude language directed at individuals
- Falsely accusing someone of committing academic dishonesty.

A complete overview of the appeal process follows:

- Within five business days of the notification of an alleged violation, the student may submit a written appeal to the Department Chair or Program Director. The Department Chair or Program Director will review the instructor's report and the student's written appeal, then notify the instructor and the student of his/her decision.
- Both the student and any LU personnel involved in or affected by the Academic Code of Honor violation will have the right to present their views to the Department Chair or Program Director before any decision is rendered.
- If the student produces additional support for his/her appeal, the student will be given an opportunity to provide oral evidence in person and written evidence in opposition to the charge.
- The Department Chair or Program Director will determine whether the student may continue in the class pending the outcome of the appeal.
- Once informed of the decision, the student may further appeal to the Faculty Senate Committee on Academic & Admissions Standards (CAAS) for further review.
- In determining whether any violation has occurred, the Committee will apply a "clear and convincing" evidence standard. In some cases, Student Affairs or another University representative may join in the deliberations of the Committee as a non-voting member for the purpose of providing any background information that may be pertinent to the case.
- If deemed appropriate by the Committee or if requested by the student, the student only may be present in person at the meeting of the Committee where the review will be made.
- The student will not be permitted to be present after the Committee has received all evidence and begun its deliberation toward a decision.
- The Committee will inform the Dean of its decision regarding the appeal. The decision of the CAAS in regard to the occurrence of academic dishonesty is final.
- The student will be informed of the decision of the Committee by the Dean of the appropriate school in writing or by e-mail within ten academic days of the meeting.
- Should no violation be found, the Committee's report indicating such will be forwarded to the Program Director and faculty member. A report of all findings (either in favor of or against the student) will be sent to the Student Affairs and Registrar's office. The findings will be kept in the student's official record.
- In cases that do not require a grade of "FD," but may require a failed assignment, failure in the course or reduced grade, the professor reserves the right not to report the violation to Student Affairs' or Registrar's office.

C. REINSTATEMENT

Upon receiving two or more grades of "F" in which an "FD" grade is recorded, the student will be dismissed for violation of the code of honor. Following dismissal, the student may not be considered for readmission for a minimum of five years. Readmission to the University will follow the academic amnesty policy described in the

Academic Catalog. The Dean of the School has the right to refuse readmission of the student to the same degree program from which he or she was dismissed for academic dishonesty.

AMENDMENT: Insert the following language into the description of the appeal procedure, between the appeal to the Department Chair or Program Director and the appeal to the Faculty Senate Committee on Academic & Admissions Standards (CAAS):

- Once informed by the Department Chair or Program Director of the decision, the student may further appeal to the Dean of the appropriate school for review.
- Once informed by the Dean of the decision, the student may further appeal to the Faculty Senate Committee on Academic & Admissions Standards (CAAS) for further review.

The amendment passed.

Prayer

Adjournment