

Kinesiology, Sport and Leisure Studies  
Minutes  
August 29, 2023  
11:00 a.m.  
Microsoft Teams Meeting

Present:      Dr. Martin Ayim                      Dr. Aaron Livingston  
                 Dr. Rodney Blackman              Dr. Catalina Palacios  
                 Ms. Breleisha Gilbert                  Dr. Larry Proctor  
                 Ms. Barbara Lewis

Presiding:    Dr. Obadiah Simmons, Jr.

Call to Order: The meeting was called to order at 11:00 a.m.

I.    Welcome

Dr. Simmons opened the meeting by welcoming everyone in attendance.

II.   Approval of Agenda

The agenda was approved as printed with no additions.

III.   Old Business

A.   *Advisement*

- For Degree Works, it is important that each student has identified a specific concentration. If not, students must complete and submit a Major/Minor Declaration DocuSign Form to declare a concentration.
- Faculty were encouraged to check emails at least twice a day.

B.   *Attendance in Banner*

- Faculty were reminded to update the class attendance in Banner Web.
- It is critical that attendance is entered due to most of the students are on financial aid and attendance determines if they will receive their refund checks on-time.

C.   *Late Registration*

- Registration officially ended on August 28<sup>th</sup>. Students were dropped from classes who had not completed the registration process. The Registrar's Office has until August 31<sup>st</sup> to resolve all issues and get students completely registered. On August 31<sup>st</sup>, the Registrar's Office must capture the Fall 2023 enrollment and provide the data to the Louisiana Board of Regents.

D.   *Other*

- Faculty were requested to include a Service-Learning component in each of the courses starting this fall semester. Specific information regarding exactly what constitutes Service-Learning can be obtained from the Office of Continuing Education & Service-Learning. Virtually "any" credible activity (i.e. volunteer activity, ushering at an event, etc.) can count toward Service-Learning hours.

IV.   New Business

A.   *KSLS 2023-2024 Operating Budget (Reduction)*

- Dr. Litolff sent an email indicating a need to reduce the 2023-24 Operating Budget by a total of 3.5% due to the shortfall of enrollment for Summer Session II. This reduction will not carry-over to the next fiscal year.
- Vacant positions identified will be frozen for only one academic year.
- It is estimated that the total cuts to GSU will be approximately \$1.4 million; cuts will impact the entire University, not just Academic Affairs.
- The Leisure Studies Coordinator vacant position and the position vacated by Ms. Calvin were identified to be frozen for one academic year.
- A couple of years ago, COAPRT approved for Dr. Simmons to serve as the Leisure Studies Coordinator. Our COAPRT visit is in 2024.

- B. *KSLS Curriculum Changes via UCC (Effective Spring 2024)*
- Faculty were requested to change/revise the existing curriculum to reflect the General Education Requirements that were submitted on November 17, 2017. Dr. Simmons also recommends that the following courses are included into each of the concentrations: HED 100-First Aid; KNES 200-Microcomputer Use; PE 101-Beginning Swimming; and, THEA 212-Public Speaking. The degree programs should not be less than 120 hours.
- C. *KSLS Freshman Advisement via University College*
- University College is now in a position to resume the advisement of New/Transfer Freshman KSLS majors.
  - Ms. Ebony Peterson will serve as the KSLS Freshman Advisor via University College effective 2024 Spring Semester.
- D. *Tenure & Promotion Timetable (2023-2024)*
- Faculty who are eligible for tenure and promotion were encouraged to adhere to the guidelines in the Faculty Handbook with preparing their portfolio.

V. Updates/Announcements

A. *Professional Conferences & Meetings*

- Requests for professional development travel for the 2023-2024 grant year (October 1, 2023-September 30, 2024) via the QEP Office were submitted.
- KSLS was requested to reduce the list of conferences to a total of four. Two faculty members are eligible for funding per travel. The maximum amount of funding is \$2,500 for each faculty.
- Travel Request Forms via QEP funding should be submitted for approved conferences after October 1<sup>st</sup>.
- American Public Health Association (APHA) is scheduled for November 12-15, 2023 in Atlanta, GA.
- Society for Public Health Education (SOPHE) is scheduled for October 14-16, 2023 in Washington, D.C.

B. *GSU Faculty Senate*

- The Faculty Senate provides funding for faculty who are presenting at a professional conference, convention, or similar professional organizational meeting. The maximum amount of funding is \$500 and \$1,000 for international travel.

C. *Others*

- Dr. Livingston indicated that the delegates from Nigeria approached him about having a conference on their campus.
- Drs. Blackman, Gilbert, Palacios and Proctor were asked to look at some possibilities to recruit undergraduate students in Nigeria to increase our international enrollment and if they were interested in hosting a conference in Nigeria.
- Dr. Kingsley Agyemang, Registrar of the Ghana Scholarship Secretariat, signed a Memorandum of Understanding (MOU) allowing students from Ghana to enroll in the Sports Administration Program (SPA). The signing was held on August 17, 2023 at 12 p.m. in the President's Conference Room. They are anticipating funding 100 students to enroll in the SPA Program.
- Dr. Palacios asked the following question: Is there any information about offering the Health Promotion courses online? Dr. Simmons indicated that he was under the impression that the courses were going to be offered this semester. He will follow up with Dr. Belton-Cardoza.
- The KSLS Majors and PEK Clubs are up and running. Drs. Blackman and Simmons attended the required meeting of all student clubs and organizations on August 24<sup>th</sup>.
- Dr. Livingston informed the faculty that there was an audit finding with the assigning of "Z" grades. It needs to be a good reason and documentation for assigning "Z" grades. The auditors noticed that the students with assigned "Z" grades did not interact at all in Canvas.

VI. Closing Remarks

A. *Department Head/Dean/\*Provost's Office*

- Provost Walton and other University Officials have a standing open invitation to attend all KSLS departmental meetings.

B. *Announcement*

1. Next KSLS department meeting is scheduled for September 26<sup>th</sup> at 11:00 a.m.

C. *Adjournment*

The meeting adjourned at 11:49 a.m.

Recorder: Sheila Griffin



**Kinesiology, Sport & Leisure Studies**  
Tuesday, August 29, 2023 – 11:00 a.m.  
Microsoft Teams Meeting

**A G E N D A**

- I. Welcome
- II. Approval of the Agenda
- III. Old Business
  - A. Advisement
  - B. Attendance in Banner
  - C. Late Registration (August 28<sup>th</sup>)
  - D. Other(s)
- IV. New Business
  - A. KSLS 2023 – 2024 Operating Budget (Reduction)
  - B. KSLS Curriculum Changes via UCC (Effective Spring 2024)
  - C. KSLS Freshman Advisement via University College (Ms. Eboni Peterson)
  - D. Tenure & Promotion Timetable (2023 – 2024)
  - E. Other(s)
- V. Updates/Announcements
  - A. Professional Conferences & Meetings
  - B. GSU Faculty Senate (*Livingston*)
  - C. Other(s)
- VI. Action Items
- VII. Closing Remarks
  - A. Department Head/\*Dean's Office/\*Provost's Office
  - B. Announcements
    - 1. Next KSLS Department Meeting: **September 26<sup>th</sup> @ 11:00 a.m.**
    - 2. Other(s)
  - C. Adjournment

[\*NOTE: Dean Thomas, Provost Walton and other University Officials have a **Standing Open Invitation** to attend all KSLS Departmental Meetings.]



**Office of the Provost and Vice President of Academic Affairs**

November 17, 2017

Dear Grambling State University Faculty:

**RE: GENERAL EDUCATION REQUIREMENTS**

The General Education Committee was asked to review the existing general education curriculum and make recommendations to address inefficiencies in the current program. The proposed changes to the core curriculum submitted by the committee better clarifies the general education requirements, reduces the number of general education credit hours from 47 to 41, provides students with options, and continues the service-learning requirements.

SUBJECT	COURSES	CR. HRS.
<b>English</b>	ENG 101/102	6
<b>Mathematics*</b>	MATH 131/132, MATH 147/148, <u>or</u> MATH 153/154	6
<b>Natural Sciences*</b> (Students MUST take two sequential courses and one other course: 6 credits of Physical Science and 3 credits of Biology OR 6 credits of Biology and 3 credits of Physical Science)	PHYS 153/154, PHYS 109/110, SCI 105/106, CHEM 105/106, CHEM 111/112, CHEM 101, BIOL 103/104, BIOL 113/114	9
<b>Humanities</b> (Students must take 3 courses. One MUST be a HISTORY course.)	HIST 101, HIST 102, HIST 103, HIST 104, HIST 201 <u>or</u> HIST 202; <u>and</u> ENG 200, ENG 201, ENG 203, ENG 204, ENG 205, ENG 206, HUM 200, HUM 201, HUM 202, PHIL 201, <u>and/or</u> any 100/200 level foreign language course	9
<b>Fine Arts</b>	ART 105, ART 210 , ART 215, ART 216, MUS 219 <u>or</u> THEA 100	3
<b>Social/Behavioral Sciences</b>	ECON 201, SOC 101, SOC 201, PSY 200, PS 201 <u>and/or</u> GEOG 201	6
<b>First Year Experience</b>	FYE 101/102, HONS 110 or ED 111/112	2
<b>TOTAL:</b>		<b>41</b>

*\*Contingent upon department*

Campus Box 4288 • 100 Founder Street • Grambling, LA 71245 • Office: (318) 274-6141 • Fax: (318) 274-3230 •  
www.gram.edu

A Constituent Member of the University of Louisiana System • Accredited by the Southern Association of Colleges and Schools  
An Equal Opportunity Employer and Educator • Facilities Accessible to the Disabled

Dear GSU Faculty  
November 17, 2017  
Page 2

This core curriculum is consistent with general education requirements of the Southern Association of Colleges and Schools Commission on Colleges and the Louisiana Board of Regents. It serves to strengthen the academic program, allow more administrative flexibility, increase student retention and graduation rates as well as improve the processes associated with registration and reaffirmation of accreditation.

Please join me as I thank the members of the General Education Committee and the faculty of the departments in which our general education course(s) are housed for the time and effort dedicated to this task.

Sincerely,

A handwritten signature in blue ink that reads "Ellen D. Smiley". The signature is fluid and cursive, with the first letters of each word being capitalized and prominent.

Ellen D. Smiley, Ed.D.  
Provost and Vice President

c: Mrs. Patricia Hutcherson