



VALDOSTA STATE UNIVERSITY

FACULTY SENATE

est. 1991

Chairman	Vice Chairman	Executive Secretary	Parliamentarian
President H. C. Bailey	Vice President L. Benjamin	Dr. F. Ware	Dr. D. Marks

Minutes of September 25, 1997 Faculty Senate Meeting

The Valdosta State University Faculty Senate meeting convened at 3:00 p.m. in Powell Hall Auditorium. Members present were: President and Chair - Hugh C. Bailey; Vice President, Academic Affairs - L. Benjamin; Executive Secretary - F. Ware; Parliamentarian - D. Marks; Ex-officio Senators - J. Brignati, K. Ferrell (absent), L. Milbrandt, T. Dasher (absent), K. Stanley (absent), F.D. Toth (absent), M. Reichenbach, E. Clark, G. Gaumond (proxy S. Crawford), P. Cleveland (absent); College of the Arts: V. Pennington, J. Davis, C. Klein, C. Edwards, M. Harbin; College of Arts and Sciences: S. Goel (proxy D. Boyd), J. Hiers, M. Leake, D. Marks, P. Marks, S. Childs (proxy T. Meyers), B. Derrick, L. Hanes, B. Brown (proxy J. Hiers), D. Boyd, B. Bergstrom, J. Elza, B. Evans, M. Hardin, A. Lazari, D. Bogyo T. Meyers, V. Soady; College of Business Administration: A. Reddy (proxy H. Ray), M. Holland, F. Ware, H. Ray; College of Education: G. Akins, C. Backes, R. Deavours, R. Johnston, J. Lee, J. Dorminey (absent), T. Root-Sirmans, R. McClung, M. Garber, J. Hummel, S. Andrews (absent), P. Anderson (proxy R. McClung); College of Nursing: S. Cantrell, D. Roush, D. Ebron (absent); Division of Social Work: R. Vodde; Division of Learning Support: W. Lefiles (absent); Odum Library: S. Crawford, D. VanPetten; Pres. of SGA: G. Williams

The meeting was called to order by President Bailey and proxies were identified by F. Ware.

The minutes of June 26, 1997 meeting were approved.

Unfinished Business

There was no unfinished business.

New Business

a. Dr. Benjamin presented the minutes of the July 14, 1997 meeting of the Academic Committee for Senate adoption. (**Editorial note:** Copies of the Minutes were distributed at the beginning of today's Senate Meeting; the Academic Committee had approved them at their September 22, 1997 meeting.) B. Derrick questioned what the Senate was voting on. She noted that the application deadline policy for the MBA Program had already been approved with the change. She asked if the Senate was approving just the actual courses. President Bailey replied that the Senate was accepting the minutes, and D. Marks, Parliamentarian, pointed out that what was before the Senate for consideration were the Action Items that were passed by the Academic Committee. Dr. Marks noted that those items will not become official actions of the University until they pass. He stated that the Senate was approving the content of these items. J. Hiers asked if English 4000 should read "approved" in Number 6. President Bailey responded that if it was to be consistent, the wording should be changed. A motion to accept the Academic Committee minutes, with the editorial change noted by J. Hiers, was made and the **motion passed**.

b. Report of the Committee on Committees - D. Roush stated that in the document that had been distributed in today's meeting (1997-1998 Roster), there had been some necessary changes since spring, and that gaps would be filled as soon as appropriate elections/appointments were made which were still pending. She announced that this document was in the process of being placed on the Web. F. Ware, Executive Secretary, confirmed that this step was being done today. D. Roush also stated that the Committee on Committees was announcing today the latest Faculty Senate apportionment calculations. These calculations are furnished herein as Attachment #1. D. Roush said that the Deans and Directors would get notification of the number of Senators that need to be elected and that would come out in December, 1997. D. Marks, Parliamentarian, commended D. Roush for an excellent job on the Committee on Committees. He noted that there was one vacancy in a Statutory Committee and that is the representative of the Graduate School.

c. Report of the Institutional Planning Committee - V. Pennington stated that the Institutional Planning Committee (IPC) held its first meeting of the 1997-98 academic year on Wednesday, September 24, at 3:00 p.m. with the following actions taken: A schedule of topics to be dealt with by the Committee during this year was developed. These topics include the establishment of procedures for an annual assessment of the

various units of the University, and for a periodic review and assessment of effectiveness of units on a rotating basis. Of particular interest was the establishment of mechanisms for the review of non-academic units. A subcommittee was formed to begin the review of unit mission statements as received by Vice President Benjamin's office, and to identify all units and their places within the University structure. The next meeting of the IPC will be held on October 15 at 3:00 p.m. in the Odum Library first floor meeting room.

d. Report of the Faculty Affairs Committee - R. Deavours stated that there was no report at this time since the first meeting of this academic year will be on October 2. He said that the committee will begin by addressing a number of issues left over from last year.

e. Report of the Faculty Grievance Committee - B. Derrick stated that there was no report.

f. Report of the Senate Executive Committee - F. Ware welcomed everyone back for the new year. He related that he had been working away from Valdosta State during the summer quarter, and that he wanted to thank K. Lowney, D. Marks, Mary Jo Mitchell, and everyone else involved in working on the Faculty Handbook. He reminded the Senators that to insure accuracy in the Faculty Senate Minutes, they should always furnish a written synopsis of any oral reports to the secretary at the beginning or end of the Senate meeting, and that this would not necessarily need to be typed. He explained that the recording equipment had failed at one meeting last year. Dr. Ware also announced that the Faculty Senate Minutes, the Roster, Statutory Committees, Standing Committees, and the Faculty Handbook would be placed on the Web immediately. He pointed out that the current procedure for accessing this information is to use this sequence:

WINDOWS
NETSCAPE
COLLEGES & DEPARTMENTS
FACULTY SENATE

Dr. Ware said that information stored on "Gopher" should not be used, as it is out of date and will soon be removed. He announced that the paper copies of the Faculty Handbook have just been printed (three-hole punched and shrink-wrapped); they are ready for distribution. New faculty members will be getting their Handbooks in a loose-leaf notebook; notebook labels (edge and front) will be printed to accompany all Handbooks. He noted that with the advent of Web access, this may be the final hard copy printing of Handbooks.

Dr. Ware stated that last April and May he had scheduled all Senate Standing Committees to make brief annual reports orally, and to furnish these in writing. This procedure, which will be followed again during 1997-98, facilitated the development of

an Annual Report without unnecessary last-minute followup. Schedules will be given to committee chairs before the end of the fall quarter, 1997.

Dr. Ware then called on D. Marks, Parliamentarian, who presented for the benefit of new senators, a brief synopsis of the Workings of the Senate. A recapitulation of these remarks is furnished herein as Attachment #2.

General Discussion

a. Parking fee issues.

D. Boyd, 1996-97 Parking Usage Committee Chair, stated that last time (June 26, 1997) a proposal was passed about parking, and there was some question about adjunct faculty paying the same rate as faculty. J. Brignati responded that this issue had been resolved to coincide with the original Senate proposal. More discussion followed about an administrative change to a previously approved Senate proposal. D. Boyd said that five-month deductions had been put into place whereas the approved Senate proposal had called for a 12-month plan. Mr. Brignati responded that he had made that decision during the summer when the Senate was not in session, and that it was done for several reasons. He noted that students are not permitted to pay in installments, cash flow considerations will not allow for a 12-month system, and the fees had to be collected in one fiscal year. Dr. Ware, Executive Secretary, confirmed that he had recently received an E-Mail message from Mr. Brignati which delineated this fact.

B. Derrick stated that this body has passed a policy, which unless President Bailey chooses to veto, is the policy of this institution, and therefore it is not the choice of the Business Office to change this. She stated that the recommendation from the Business Office through the Executive Secretary of the Senate for action at the next meeting is called for unless the President chooses to veto the action.

J. Brignati made a motion that payroll deduction be over a five month period. B. Derrick seconded the motion and stated that this issue should go before the Executive Committee and be placed on the agenda for the next Senate meeting. D. Marks, Parliamentarian, said that an agreeable solution was possible, and that the 12-month and 5-month plans should go to the committee for study and recommendations for next year.

SGA President, Gerald Williams, stated that he agreed with Mr. Brignati that the five month period of payroll deduction would be more beneficial to the University, especially since the payroll system has already been set up to handle it. J. Elza questioned whether or not the system could be stopped until the Faculty Senate could approve the change from 12 to 5 months. J. Brignati replied that it would be possible but extremely difficult this late in the game to stop the system, and President Bailey noted that such a change would require everyone who had anticipated payroll deductions to pay the full price this week. P. Marks pointed out that the issue here was not so much 12-months vs. 5-months, but more a matter of principle. She said that we are not talking about specific unilateral decisions, but rather the fact that we are after a consensus, which is what shared governance is. Dr. Marks noted that the 5-month idea sounded reasonable, but she wished that she had heard about it back in June. President Bailey stated that he did not realize that this was an issue, and that he apologized for the mixup. He called on D. Marks to clarify where we stood at this point insofar as parliamentary procedure was

concerned.

D. Marks, Parliamentarian, explained that there was a motion on the floor from J. Brignati that there be a five month payroll deduction plan for this year. D. Bogyo, new Chair of the Environmental Issues Committee, pointed out that his committee would be dealing with general issues of parking in this coming academic year. (**Editorial note:** This committee is an umbrella committee over the Parking Usage Subcommittee). He spoke to clarify the earlier motion that since the five month payroll deduction process was already in the works for academic year 1997-98, that the Senate go ahead now vote on it. **Motion passed.** (**Editorial note:** Since the Senate Meeting date this month (September 25) coincidentally happened to be the deadline for agenda items for the next Faculty Senate Executive Committee, the issue of 12-month vs. 5-month payroll deductions for 1998-99 and beyond will be placed on that agenda.)

A discussion took place at this point wherein it was reiterated that the issue of how we were going to pay for parking, besides and/or in lieu of parking fees, was still being studied by the Senate. It was noted that as agreed last fall, although parking fees may have to continue the amount is not set in stone and that alternate ways of generating income will be seriously considered.

D. Boyd raised an issue about faculty parking permits.

b. Academic use of university vehicles.

B. Bergstrom stated that he was surprised to find that he was not allowed to check out university vans any more, and he did not know how his department was going to transport sections of 12 to 15 students on field trips. President Bailey stated that there was a current effort to reconfigure the usage of these vehicles, and he called on J. Brignati to relate the status of this issue. J. Brignati explained that we were in the process of allocating the fleet out to various areas. He announced that Dr. Benjamin will receive an allocation of the fleet, which will be at his disposal entirely for academic use. It will be assigned to the individual units. Dr. Benjamin said that he had met with Mr. Brignati and indicated that they were in the process of making this allocation.

The issue was brought up about driver training. J. Brignati referred to the West Georgia University tragedy on I-20 this summer, where at least three people died. He announced that they were proposing that everyone who drives a state van will have to attend a course in order to remain a driver of those vehicles. The course will be provided cost free. Those who drive on a regular basis will train others. There will be two hours in the classroom and two hours on the road, then participants take a final exam and get a completion certificate. He noted that anyone completing the course will get a 10% discount on his/her own automobile insurance.

B. Bergstrom brought up the issue of upgrading the University's fleet of vans. Dr. Benjamin responded that there was an intention of making an effort to pick up one or two 15 passenger vans.

D. Marks spoke to the fact that a variety of issues now existed dealing with the vans, such as how much the departments will be charged out of their budgets, and the question of liability and training, particularly for departments that have extensive field trips that take place within a day. He stated that there needs to be a lot of faculty input on this issue. He moved that the whole issue of van rentals on campus be referred by

the Executive Committee to the appropriate committee of the Senate, and that Mr. Brignati, Dr. Benjamin and others work with that committee and try to work through some of these issues. B. Derrick seconded the motion. **Motion passed.**

The meeting adjourned at 4:05 p.m.

