



VALDOSTA STATE UNIVERSITY

FACULTY SENATE

est. 1991

Chairman
President H. C. Bailey

Vice Chairman
Vice President L. Benjamin

Executive Secretary
Dr. D. Boyd

Parliamentarian
Dr. R. Hull

Minutes of February 17, 2000

The Valdosta State University Faculty Senate meeting convened at 3:30 p.m. in Powell Hall Auditorium. Members present were: President and Chair - Hugh C. Bailey; Vice President, Academic Affairs - L. Benjamin; Assistant Vice President, L. Levy; Executive Secretary - D. Boyd; Parliamentarian - R. Hull ; Ex-officio Senators - J. Brignati, R. Mast, L. Milbrandt (absent), T. Dasher, K. Stanley (absent), F.D. Toth (absent), M.A. Reichenbach (absent), E. Clark (proxy J. Hiers), G. Gaumond, P. Cleveland (absent); College of the Arts: V. Pennington, T. Harding (absent), D. Farwell (absent), J. Wheeler (absent); College of Arts and Sciences; S. Goel (absent), J. Hiers, D. Bogyo (absent), L. Hanes, A. Lazari, B. Bergstrom, B. Brown (proxy L. Hanes), J. Elza, B. Evans (absent), T. Meyers, V. Soady (absent), B. Adler, H. Harper (absent), S. Seyfarth (proxy D. Sewell); College of Business Administration: A. Reddy (proxy M. Holland), F. Ware, M. Holland, B. Caster; College of Education: C. Backes, R. McClung, M. Garber, J. Hummel, P. Anderson (proxy C. Backes), S. Andrews (proxy M. Garber), T. Root-Sirmans, A. Gibbs, K. Wells, M. Venn; College of Nursing: D. Ebron (proxy D. Roush), D. Roush; Division of Social Work: R. Vodde; Division of Learning Support : J. Wilkinson (absent) ; Odum Library: S. Thomas; Pres. Of SGA: J. Golden (absent); J. Oliver, College of Business Administration, Herb Reinhard, Athletic Director.

1. H. Bailey called the meeting to order and asked for the identification of proxies.
2. **The minutes of the November 18, 1999 meeting were approved.**
3. Unfinished Business
There was no unfinished business.
4. **New Business**
 - a. **Report from the Academic Committee** – L. Benjamin presented the action items from the October 11, 1999, November 15, 1999 and December 13, 1999 Academic Committee meetings, as provided in the attachments to the agenda. **The Academic Committee minutes were approved.**
 - b. **Report from the Committee on Committees** – M. Holland stated that the Committee on Committees had conducted the elections for senators whose terms will begin in August, 2000 and referred the senate to the attachment listing those senators. These elections included 12 new senate seats. He stated that the committee will begin circulating ballots for the election of the Faculty Grievance Committee in the next two weeks.
 - c. **Report from the Institutional Planning Committee** – C. Backes stated that the Institutional Planning Committee met on January 19 and February 16, 2000. The Strategic Planning Subcommittee reported at those meetings that they are composing a strategic plan with the help of E. Clark and J. Hiers. He also stated that the Institutional Planning Committee amended the by-laws and that they are accessible from the

IPC web page. He stated that E. Clark had kept the committee updated on the progress of the SACS Steering Committee, as the SACS visit is scheduled for March, 2000. The Institutional Planning Committee also approved the proposed revised VSU mission statement and has submitted it for Senate approval. As directed by the SACS self-study, the IPC is scheduled to meet with the President, Vice President and Vice President for Business & Finance at the April meeting to review and evaluate the budget planning process. C. Backes stated that the IPC heard a presentation by Dr. John Oliver about the program review plan. He requested that J. Oliver be recognized regarding this project. Dr. Oliver reported on the formation of the Academic Program Review Task Force. Members of the Task Force include: C. Backes, D. Boyd, C. Cates, Mary Margaret Richardson, J. Hiers, M. Reed, and J. Oliver, with E. Clark and L. Benjamin as ex-officio members. Dr. Oliver defined program review, explained that all VSU programs would need to be reviewed over the next seven years, and presented some information about the criteria and process which might be followed. Academic Program Review is required by both SACS and the Board of Regents. The Program Review proposal developed by the Task Force will be reviewed by the Institutional Planning Committee and the Senate before implementation. Dr. Boyd will distribute a document that contains some information about the Board of Regents' policy, SACS requirements, and Central Office guidelines to all members of the Senate in the next packet. C. Backes stated that the Institutional Planning Committee will meet on March 15, 2000 at 1:30 p.m. in the first floor conference room of the Odum Library. B. Bergstrom asked about the presence of an environmental stewardship clause in the revised mission statement. C. Backes referred the Senate to the mission statement proposed revisions included as attachment #4. **The revised mission statement was approved.**

- d. **Report from the Faculty Affairs Committee** – B. Caster presented the report in the absence of B. Gerber. He stated that the Faculty Affairs Committee met on November 9, 1999 and on February 8, 2000. They considered a request from the Senate involving suspending the requirement of attendance at professional meetings for consideration on promotion and tenure applications until these activities can be fully funded. The Committee decided to take no action on this matter and allow current College and/or Department requirements to remain regarding promotion and tenure. They also considered a request to reevaluate certain aspects of the pre-tenure review process and decided that the current pre-tenure guidelines are appropriate. The Faculty Affairs Committee also considered a policy regarding administrative evaluations and to whom the results are reported. They started initial deliberations and will discuss the issue further at their next meeting.
- e. **Report from the Faculty Grievance Committee** – J. Elza stated that there are no issues currently pending before the committee.
- f. **Report from the Senate Executive Secretary**
 1. **Grade Appeal Form as presented by the Educational Policies Committee** – D. Boyd referred the Senate to the proposed revised Grade Appeal Form included as an attachment to the agenda. J. Hiers stated that the committee was asked to ensure that the form allow for all grade appeals to start with the course instructor. T. Dasher asked how students should gain access to the revised form. J. Hiers, L. Benjamin, and L. Levy agreed that the form should be available to students on the web and as a hard copy from the Registrar's Office. R. Hull asked why the form was called an informal appeal despite the formal process of paperwork. J. Hiers agreed that the form could be called a Formal Grade Appeal. K. Wells asked if this request was a result of an instructor unfairly assigning grades. D. Boyd clarified that the request went to the Educational Policies Committee in an effort to avoid having an administrator assign a grade without the agreement from the course instructor. T. Dasher expressed his support for the Grade Appeal Form, as Deans and Department Heads are regularly approached with requests of this nature. B. Caster stated that, as a former grade appeal committee member, a formal process such as this would be helpful in documenting various stages in the appeal process. D. Roush spoke in favor of referring to the form as an informal appeal, as it would appeal less threatening than a formal appeal. T. Root stated that nature of this process would become formal because the course instructor would be required to provide documentation regarding the student's grade. J. Hummel asked if the statement at the beginning of the form created unnecessary redundancy by stating that students see the course instructor before beginning the appeal process. C. Coons, speaking as a member of the committee, stated that the statement is designed to serve as a reminder for students that they should meet with the course instructor before beginning the grade appeal process. J. Hummel stated that if administrators are allowed to change grades, course instructors should receive effective notification in writing. T. Root stated that the form should allow for documentation of agreement or

disagreement between the instructor and administrator regarding a grade change. C. Backes asked if instructors are allowed to go to higher levels of authority if they disagree with the department head's approval of a grade change. K. Wells asked if the University System allows an administrator the authority to change a grade assigned by a course instructor. H. Bailey stated that he didn't know of any case where that had happened. D. Roush stated that for classes that are graded satisfactory or unsatisfactory, such as clinical courses, it is very difficult for someone other than the course instructor to determine the justification for a grade change. B. Caster made a motion to table the Grade Appeal Form until the appeal process can be clarified. **The motion carried.**

2. **Proposed Academic Calendars for Summer 2001 and Fall 2001 semesters** – B. Caster referred to Summer Session II and asked if Monday/Wednesday classes and Tuesday/Thursday classes are appropriately scheduled to meet for three hour sessions. This was confirmed. **The calendars were approved.**
3. **Report from the Athletic Committee regarding the “Blazer Girls” issue** – K. Wells stated that the Athletic Committee met on December 3, 1999 to discuss finding a non-sexist name for the group responsible for recruiting football players. He stated that members of the group had clarified their responsibilities to the committee. Group members assist with athletic events and give campus tours for athletes and their families. They also stated that the group was open to male and female members and has had as many as 30 members. Membership had decreased significantly and no longer involved males. With declining membership and because they had no formal name, the group named themselves the “Blazer Girls.” He stated that the organization has been and still is open to both genders. The Athletic Committee decided that the group is not sexist but that the name should be changed to something non-sexist and politically correct. The Committee recommended the following: that the group find a new name that better reflects their functions, activities and duties, that the new name be gender neutral, that the functions, activities and duties of the group be specified, that the group indicate that membership is open to all VSU students, and that participation in all events be strictly voluntary. J. Elza thanked the committee for responding and reminded the Senate that the concern regarding the organization was legitimate. D. Roush suggested that a name be found that does not carry connotations regarding the sexuality of its members. D. Sewell suggested that the duty of recruitment be left up to the VSU Ambassadors. K. Wells clarified that the primary duty of the “Blazer Girls” is assistance at athletic events.
4. **Remanded request to the Student Services Committee** – D. Boyd stated that the Executive Committee remanded a request to the Student Services Committee that a policy be developed that would allow a course instructor to obtain information from the infirmary regarding student visits.
5. **Remanded request to the Student Services Committee** – D. Boyd stated that the Executive Committee remanded to the Student Services Committee a request to develop a policy regarding bulletin board use throughout campus.
6. **Remanded request to the Faculty Affairs Committee** – D. Boyd stated that the Executive Committee remanded to the Faculty Affairs Committee a request to reconsider the policy regarding administrative evaluations and to whom the results are reported.
7. **Remanded request to the Educational Policies Committee** – D. Boyd stated that the Executive Committee remanded to the Educational Policies Committee a request to alter the internship policy as stated on pages 76 – 78 of the Undergraduate Bulletin. This request was made after some concern that the policy was not adequately changed with the conversion from the quarter system to the semester system.
8. **Remanded request to the Academic Scheduling and Procedures Committee** - D. Boyd stated that the Executive Committee remanded to the Academic Scheduling and Procedures Committee a request that a member of the Council on Staff Affairs (COSA) be included on that committee.

5. General Discussion – J. Hummel stated that ethical restraint should be used when faculty members are sending complaint emails regarding another faculty member or administrator. J. Brignati added that emails are open records. T. Dasher asked if there was an omission in the Academic Committee minutes regarding whether REL 2020 was added to Area C of the core curriculum. This correction was made. B. Bergstrom voiced concern about an assertion made during a committee meeting by the director of Plant Operations that there was no university tree policy because he'd never seen one with the President's name on it. Bergstrom pointed out that according to the current VSU Statutes, Chapter 4, Article 1, Section 3, Senate policy recommendations made to the President become official university policy after 60 days if the President does not disapprove them in writing to the Senate (which he did not do in this case and has not done), in other words, not requiring the President's signature. This led to a discussion about the difficulty of finding in the archives copies of policies passed; they only appear as attachments or in the body of the Minutes of the particular meeting in which they were passed. G. Gaumont said that the archivist can only work with what is given him/her by the Senate. D. Boyd pointed out that, while a complete set of Policies approved is not yet on the Faculty Senate website under that heading, clicking on "Issues Matrix" will give at least a summary of action items for every Senate meeting since its inception.
6. Adjournment – The meeting was adjourned at 5:00 p.m.