



FACULTY SENATE Est. 1991

Chairperson
Ronald M. Zaccari

Vice Chairperson
Louis Levy

Executive Secretary
Christine James

Parliamentarian
Richard Haptonstall

MEMORANDUM

To: Ronald M. Zaccari, President

From: Christine James, Executive Secretary

Date: Friday, June 6, 2008

Subject: 2008 Annual Report of the Faculty Senate

Each Faculty Senate meeting of the academic year 2007-2008 began with opening remarks by President Zaccari or Vice President Levy, keeping the Senators updated on campus issues and projects. After his remarks, the meeting was turned over to the Executive Secretary. During each meeting, the statutory committees updated the Senate on their activities since the previous meeting.

In addition, there were several major issues considered. The following presents a summary of these activities during each meeting of the academic year.

SEPTEMBER:

At the September 2007 meeting of the Faculty Senate, we discussed our Southern Association of Colleges and Schools reaccreditation plans. Dr. Zaccari discussed the upcoming visit with SACS representative, Dr. Dorothy Doolittle, scheduled for the week of September 24-28, 2007. Dr. Doolittle will meet with President Zaccari, Vice Presidents, Deans, and Directors. Dr. Zaccari informed the Faculty Senate that SACS accreditation will be in 3 years, and encourages everyone to be involved. Dr. Zaccari introduced Dr. Kristina Cragg as Assistant to the President for Strategic Research and Analysis. Dr. Jane Kinney will serve as the University's Compliance Officer. Dr. Jay Rickman worked with the Committee on Committees and with Joe Newton, Director of Information Technology, to address online voting procedures for future elections to the Grievance Committee. Dean of the College of Education, Phil Gunter, asked for clarification regarding the awarding of graduate degrees to persons currently teaching in the

same college in which they seek their degrees; the policy was clarified to disallow such degrees with exceptions to be decided by Vice President Louis Levy.

OCTOBER:

President Zaccari discussed a number of building plans for the campus, in the VSU Master Plan. Construction of two parking decks planned to begin December 15, 2007 or soon after. Parking contingency plans were being addressed and would be announced at future meetings. A new student health center would also be begun at the end of 2007. Also President Zaccari met with WTW architects from Pittsburgh, and they finalized the preplan and design for the new Student Union. President Zaccari also briefed the Senate on a new process, called the Capital Implementation Plan (CIP), a new process for vetting building projects in the state through State Senate Legislature subcommittee hearings. Three upcoming multimillion dollar construction projects included: Renovation of the Second half of Nevins Hall, construction of the Health Sciences and Business Center, and renovation of Ashley Hall. The timeline for these projects potentially stretches to 2014. President Zaccari announced that VSU received \$1.7 million this year from MRR funds, for the upkeep of our current building space, with special attention to the historical nature of many of our campus buildings. Enrollment at VSU increased this year: In Fall 2006 there were 10,888 students. In the Fall 2007 semester, 11,303 students were registered; a net gain of 415 students. Dr. Zaccari also discussed the salary adjustments in the second year of the salary study: After conducting the salary study last year, all faculty members that were below 85% were raised to 85%. Beginning January 1, 2008 faculty salaries will be increased to 94.5% of the Faculty salary model. Last year, due to the high number of staff members, we were not able to increase all staff salaries to 85%. Starting January 1, 2008, all staff will be increased to 85%. This is the first time Valdosta State University has given a midyear salary increase for equity. Dr. Jay Rickman announced plans for online voting. Dr. Michael Noll discussed issues raised via the Institutional Planning Committee, including building maintenance schedules and the template for the university websites. Dean Brian Adler recommended a change in wording of the policy on graduate degrees, to include a review by the Dean of the Graduate School prior to any exceptions being approved by the Vice President for Academic Affairs. Dr. James reminded committees that they should feel free to raise issues on their own, without a charge from the Executive Committee, but that they should always send any issues to the Executive Committee first so that they can be remanded to other committees as needed. During the 2006-2007 academic year, faculty members were interested in donating sick leave hours to a sick leave bank, in accordance with new University System of Georgia Human Resources policy. The sick leave bank is now in effect on our campus, and the minimum donation is 8 hours. The Human Resources Office at VSU handles membership in the sick leave bank, and anyone can join during open enrollment.

NOVEMBER:

Vice President Louis Levy opened the meeting, conveying best wishes for the rest of the semester and the holidays from President Zaccari. Dr. Levy discussed the revisions and additions made by the Academic Committee at the September 10, 2007 meeting, and the minutes were approved. Dr. Levy reminded the Faculty Senate that each department should put their program reviews for their degrees on their website. The Nomination Committee for the next Executive Secretary of the Faculty Senate was convened. Jay Rickman coordinated the Nominating Committee and encouraged Senators to contact him if they are interested in running for the Executive Secretary position. The electronic voting procedure was successful in electing two new Grievance Committee members, Dr. Donna Cunningham (College of Business Administration) and Dr. Ari Santas (College of Arts and Sciences). The prior meeting raised issues with the campus website template and with the custodial hours on campus, during this meeting those issues were remanded: Website issues remanded to the Technology Committee, recommending new membership on the Web Editorial Board, and the Custodial issues were remanded to VP Jim Black. Dr. Noll discussed the need to revise the Institutional Planning Committee bylaws. Dr. Charles Backes and Dr. James LaPlant have agreed to review the bylaws and present their recommendations to the Institutional Planning Committee sometime in the late Spring 2008. Stephen Lahr, current chair of the Faculty Grievance Committee, has been asked to serve on the Alternative Dispute Resolution Committee, and has accepted. Future chairs of the Faculty Grievance Committee will also serve on ADR. Dr. Pat Miller, via Senator Marta Kvande, raised two issues: Parking enforcement in the Nevins Hall lot during evenings and weekends, and Exploration of withdrawal policies, how collected data is being reported and used, and whether or not the Banner web system should be used as a means for online collection of reasons why students web dropped a class. The Educational Policies Committee completed work on plagiarism policies; originally brought to the Senate and remanded to committee in 2005. The documentation on the policy has been reviewed by the University Attorney. Dean Calendrillo reminded the Faculty Senate about the Turnitin software program (software that helps detect plagiarized work). The software will be piloted in the Spring for use in the Fall. VP Jim Black provided information on parking contingency plans for the Spring and gave a presentation on the new Hotline system in the University System of Georgia. The results of the President's Advising Task Force study were announced and reproduced in the Senate agenda. Blaine Brown, Chair of Student Services Committee, discussed changing the time of registration for students to avoid conflicts with classes. He discussed the possibility of beginning registration at 7:00 am, to be voted on at the February Senate meeting. Assistant Vice President Sheri Gravett provided a memo regarding students suspended and credit from other institutions. Maggie Viverette of the Equal Opportunity and Multicultural Affairs Office is collecting data in a Diversity Audit and Diversity Survey, which will be used to help with VSU's Diversity Goal in the Strategic Plan of the University. Heather Brasell and the Student Activities

Committee announced the Who's Who Among Students in America's Universities and Colleges nomination process. Dr. Christine James thanked everyone who attended the Faculty Senate Orientation session on October 29, 2007. Denise Bogart brought brochures on the Employee Self Service program. There was a discussion regarding the relation and function of Faculty Senate with University Council, which was brought up in the October Faculty Senate meeting.

FEBRUARY:

President Zaccari discussed the "Shared Services" project in the University System, and Georgia state House Resolution 2145 (regarding dissolution of the Board of Regents) and House Bill 1156 abolishing the Department of Technical and Adult Education proposed by Representative Bob Smith. President Zaccari also reported on the most recent budget meetings in Atlanta and addressed the projected percentage for merit pay increases and health insurance costs. In addition, House Bill 815 was under consideration and would later pass, providing new employees hired after June 30, 2008 with the opportunity to choose either the ORP or TRS retirement plans. In preparation for the new president coming to VSU, President Zaccari encouraged the faculty to send ideas for a file for the incoming president to Dr. Christine James. It was also announced that Mr. John Crawford was hired as the next Vice President for University Advancement. Dr. Christine James presented the Academic Committee report in place of Vice President Louis Levy. Jay Rickman updated the senate on the nominating committee for the next Executive Secretary of the Faculty Senate. Jane Whitehead announced items under review by the Faculty Affairs Committee, including the post-tenure review process and the status of full-time temporary employees on department committees. Stephen Lahr discussed the roles of the Faculty Grievance Committee and the Alternative Dispute Resolution Committee. Ashok Kumar presented the Academic Scheduling and Procedures Committee's work on the next Academic Calendar for 2009-2010, and members of the Student Government Association shared their unanimous vote for spring break to be near midterm (approximately March 15). The Student Services Committee was asked to review the opening registration times in Banner due to a request that students begin registration before the class day so that they will not attempt to use registration as a reason to skip class, as per a request by Russ Mast. The opening registration time was moved to 7:00am. The Educational Policies Committee provided a policy on awarding minors after the awarding of a bachelor's degree. Mike Savoie presented on the Quality Enhancement Task Force I, Jerry Merwin presented on the Prior Learning Assessment working group and assessors group, Byron Brown addressed the proposed changes to the Core Curriculum. Bobby Flowers and John Wright discussed the HERO program, encouraging the donation of blood and platelets to the Red Cross. The Faculty and Staff Recognition Luncheon was announced, the Health and Wellness Fair was announced, the Administrative Evaluations were sent to all faculty by campus mail, and Committee Chairs were reminded to prepare their committee annual reports. In consultation with the Student

Government Association, it was decided to keep the Nevins Hall lot open in the evenings, but to insist that formal patrolling of the lot and ticketing of cars parked in the faculty/staff spaces be done on a more regular basis. The Technology Committee sent out a call for new members on the campus Web Editorial Board. The half-time annual report was provided to the Senate by Dr. Christine James.

MARCH:

Vice President Levy updated the Senate on the search for the Dean of Arts and Sciences. Interim Deans were named for the Graduate School Dean and the Dean of the College of Business Administration. The University System of Georgia Faculty Council (the heads and past heads of all Faculty Senates and Faculty Councils in the state) held its first meeting, and Dr. Christine James provided information for the Senate as one of the members of the group. The Senate voted to support the formation of the University System of Georgia Faculty Council. The second phase of the Nevins Hall renovation was recommended for a slightly reduced amount of funding. The Academic Committee report was provided by Vice President Levy. The Committee on Committees and the Nomination Committee presided over the election of the next Faculty Senate Executive Secretary, Jay Rickman was elected. The Faculty Affairs Committee continued its review of issues from February. Stephen Lahr reported that the Faculty Grievance Committee met twice with the Alternative Dispute Resolution Committee. Mike Savoie asked the Senate for additional faculty input on the Quality Enhancement Program survey. The Educational Policies Committee presented two new policies, both passed: the Academic Suspension and Dismissal Policy, and the policy on Admission of Transfer Students. The Educational Policies Committee also recommended changes to the academic suspension policy in the catalogs, which passed, and recommended removing the statements regarding the 60 hour restriction on transfer credit received from a junior college that may be used toward a bachelor's degree, which passed. The Technology Committee reiterated its request for new moderators on the Web Board, and received a request to find new moderators for the faculty email list. The University Council asked its three constituent bodies to approve the new Preamble to the University Environmental Policy, the faculty senate voted on it and it passed, signature sheets were returned to Christy Coons Yates the next day. Fred Ware asked that the office of communications include more information about faculty achievements in the "Achievement Notes", the request was forwarded to that office. Thressea Boyd made a presentation on the restructuring of communications at VSU and the new publications and websites that will begin during the spring 2008. Committee chairs were reminded that their annual reports are due in written form by the date of the April Senate meeting, and that the oral reports would be given at the May meeting.

APRIL:

President Zaccari announced that the Chancellor had told him VSU would receive additional funding soon. VSU received approval from the Board of Regents to move forward with the second half of the Nevins Hall renovation, which is projected to start in January 2009. It was announced that the parking decks would be available for parking beginning in August. Some student and University Union functions would be able to move into certain sections of Hopper Hall the second week of June. VSU began working with a law firm to move the antenna for the student radio station. Vice President Louis Levy reported on the Academic Committee minutes. The Committee on Committees gave information on the current college elections for the next group of new Faculty Senators, announced the need for a new Faculty Senate Parliamentarian, and announced that it would be assisting in finding any new members needed for the Core Curriculum Review. The University Council asked its constituent groups to approve an official smoking policy for the campus, the Faculty Senate voted to approve the policy and sent signature pages back to Christy Coons Yates. There was a motion to revise the Faculty Senate by laws to read "the Nominating Committee will submit at least one name, (preferably at least two names) for the office of Executive Secretary". The motion was approved. An Academic Advising Mission Statement was proposed by Sheri Gravett. Vice President Levy suggested a friendly amendment to the advising mission statement. The friendly amendment was approved. The amended statement will now be, "At Valdosta State University, advising is a collaborative, mandatory process designed to help students". The Environmental Policy was presented in its full form. The Preamble was added to the policy. There was a motion to approve the entire Environmental Policy. The entire policy was approved. Additional information from the University System of Georgia Faculty Council was provided including the most recent draft of the By Laws was provided to the Senate, was voted on, and approved.

MAY:

President Zaccari expressed his appreciation to the Senate, as this would be his last Faculty Senate meeting. He shared that he had met with Board of Regents Member Bob Hatcher and toured the campus with him in preparation for the new President taking office. President Zaccari made a special presentation to Dr. Christine James as outgoing Exec of the Faculty Senate and wished Dr. Jay Rickman well in his new office as the next Exec. Vice President Levy reported on the latest minutes of the Academic Committee. Dr. Levy noted his recent forwarded email regarding the suspension of the duties of the Core Curriculum Task Force. VP Levy also thanked Dr. James, and welcomed Mr. Crawford to campus as the new Vice President for University Advancement. For the Committee on Committees, Jay Rickman informed the Faculty Senate that assignments for standing committees were being determined for next year. Stephen Lahr reported that the Alternative Dispute Resolution Committee would be changing its name to the Conflict Resolution Committee, and discussed the committee's interest in finding a University Ombudsman. Fred Ware reported

that the Institutional Planning Committee would be interested in changing its name as well. The following Standing Committees of the Faculty Senate provided annual reports, which are in the Minutes of the May 15 2008 Faculty Senate meeting:

(1) Academic Scheduling and Procedures – Ashok Kumar

This committee was reviewed and renewed in Spring 06, and will be reviewed again Spring 09.

(2) Academic Honors and Scholarships – Nanci Scheetz

This committee was reviewed and renewed in Spring 06, and will be reviewed again Spring 09.

(3) Athletics – Sonya Sanderson

This committee was reviewed and renewed in Spring 06, and will be reviewed again in Spring 09.

(4) Educational Policies – Lynn Minor

This committee was reviewed and renewed in Spring 06, and will be reviewed again Spring 09.

(5) Environmental Issues – Richard Carter for Brad Bergstrom

This committee was reviewed and renewed in Spring 06, and will be reviewed again Spring 09.

(6) Faculty Development and Research – Karin Murray

This committee was reviewed and renewed in Spring 06, and will be reviewed again Spring 09.

(7) Library Affairs – Lars Leader

This committee was reviewed and renewed in Spring 06, and will be reviewed again Spring 09.

(8) Minority and Diversity Issues – Babacar Mboup

This committee was reviewed and renewed in Spring 06, and will be reviewed again Spring 09.

(9) Student Activities – Heather Brasell

This committee was reviewed and revised with help from Kurt Keppler in the academic year 2006-2007. It was renewed in May 2007. Yearly report May 2008, next three year review is Spring 2010.

(10) Student Services – Blaine Browne

This committee was reviewed and renewed in Spring 06, and will be reviewed again Spring 09.

(11) Technology – Bob Williams

This committee was reviewed and renewed in Spring 06, and will be reviewed again Spring 09.

The Faculty Senate also thanked President Zaccari for his service with a standing ovation.