



VALDOSTA STATE UNIVERSITY

## FACULTY SENATE

est. 1991

<b>Chairman</b> President H. C. Bailey	<b>Vice Chairman</b> Vice President L. Levy	<b>Executive Secretary</b> Dr. R. Hull	<b>Parliamentarian</b> Dr J. Wheeler
-------------------------------------------	------------------------------------------------	-------------------------------------------	-----------------------------------------

---

### Minutes of February 15, 2001

The Valdosta State University Faculty Senate meeting convened at 3:30 p.m. in the University Center Theater. Members present were:

H.C. Bailey, President  
L. Levy, Vice President, Academic Affairs  
J. Wheeler, Parliamentarian  
R. Hull, Executive Secretary

#### Ex-Officio Senators:

J. Brignati (absent)	R. Mast (absent)
R. Devery (absent)	L. Milbrandt
M.K. Corbitt	K. Stanley
T. Reed	M. Reichenbach
E. Clark	P. Allen
N. Argyle	G. Gaumond
P. Cleveland (absent)	

#### College of the Arts:

F. Barnas	J. Hornsby
C. Coons	M. Savoie (proxy F. Barnas)
P. McNeill	T. Harding (absent)
D. Farwell (absent)	

#### College of Arts and Sciences:

B. Bergstrom	T. Manning (absent)	B. Derrick	J. Elza
C. Johnson	J. Petrella (proxy A. Lazari)	M. Laughlin	D. Robinson (absent)
E. Sheeley	V. Soady (proxy J. Elza)	T. Thompson	L. Hanes
D. Sewell (absent)	D. Bogyo (proxy B. Bergstrom)	M. Smith	C. Walker
B. Adler	T. Meyers (proxy M. Laughlin)	S. Goel (absent)	H. Harper (absent)
S. Seyfarth	J. Hiers (proxy M.K. Corbitt)	J. Wilkinson (absent)	

#### College of Business Administration:

M. Holland	C. Superville (proxy P. Fadil)	P. Fadil	B. Caster
A. Reddy			

#### College of Nursing:

L. Marinelli	D. Ebron (proxy D. Weaver)	D. Weaver
--------------	----------------------------	-----------

#### Division of Social Work:

M. Meacham

#### Odum Library:

K. Smith (proxy S. Thomas)	S. Thomas
----------------------------	-----------

#### Visitors:

**P. Rozier – COSA; P. McElwain – Registrar; R. Murphy – Training/Development; W. Peacock; T. Archibald; D. Britt**

1. Call to Order – H. Bailey called the meeting to order.
2. **Approval of the November 16, 2000 Senate minutes – The minutes were approved.**
3. Unfinished Business – There was no unfinished business.
4. New Business
  - a. Report from the Academic Committee – L. Levy referred to Attachment #1 and stated that the committee made a number of course adjustments and revisions. They approved the deactivation of the Master of Accountancy program and a departmental name change for the Department of Vocational Education to the Department of Adult and Career Education. They also approved a new degree proposal for a major in Educational Interpreting. He stated that Dr. Bauer asked that the committee consider having the rejection of PSYC 2700 resubmitted to the General Education committee as an Area E elective. He also stated that Dr. Lowney and Dr. Harding were asked to examine the assessment of the e-core for errors in course descriptions. These will be forwarded to GLOBE for revision. He asked for approval of the Academic Committee minutes. **They were approved.**
  - b. Report from the Committee on Committees – S. Thomas stated that L. Hanes had requested stepping down as the chair of the Academic Honors and Scholarships Committee. F. Smith, current chair-elect, will serve as chair for the remainder of this year and L. Hanes will remain on the committee. She also stated that Committee Preference forms had been distributed and are due back to the Committee on Committees by March 1, 2001. H. Bailey thanked L. Hanes for her service and leadership.
  - c. Report from the Institutional Planning Committee – M. Smith stated that the committee had met to review the program review policy to ensure that it was in line with the Board of Regents policy. They made some changes and sent it back to the Executive Committee.
  - d. Report from the Faculty Affairs Committee – B. Caster referred to Attachment #2. He stated that the committee is working with Information Technology to develop a BANNER based, user-friendly evaluation system. They recommended that program directors be included in administrative evaluations beginning in AY 2001-2002. There are issues that can not be resolved in time to include them in the evaluations in the current academic year. The committee recommended against including teaching assistants in administrative evaluations. They reviewed the policy on summer work and pay and recommended that the existing university-wide policy be retained. They reviewed the draft proposal for the handbook for part-time faculty. The committee also investigated prepayment of travel expenses. The only expense that can be prepaid is conference registration fees. All other approved travel expenses can be immediately reimbursed. The question was raised as to whether the policy on prepayment of expenses other than conference registration could be changed. B. Caster stated that the policy is made by the Board of Regents and would have to be originated at the state level. S. Seyfarth stated that salaries for faculty teaching in study abroad summer programs is significantly lower than 10% of a 10-month contract. L. Levy stated that action would be taken to rectify that policy. **The Faculty Affairs Committee report was approved.**
  - e. Report from the Faculty Grievance Committee – B. Adler stated that there was no report.
  - f. Report from the Academic Scheduling and Procedures Committee – M. Garber stated that Attachment #3 is the memo from the committee in response to the Executive Committee's request

that the current Thanksgiving Break be revisited. After reviewing other options, the committee decided that the current Thanksgiving break is appropriate.

- g. Report from the Library Committee – M. Meacham stated that the committee met in October and is planning another meeting in the near future. He welcomed any suggestions or input.
- h. Report from the Academic Scholarship and Honors Committee – F. Smith stated that the committee met and selected Sara Lynn West as the Academic Recognition Day Representative from VSU. They are in the process of reviewing other awards for Honors Day.
- i. COSA representatives to address VSU Retirement Walkway Project – E. Sheeley stated that he would give the report on behalf of COSA and Inman Grimsley. The Walkway Committee has been working to include employee recognition in this project. State funds cannot be used for this purpose, so the committee is formulating a plan to submit to the foundation for a restricted endowment fund that would be used for this walkway. Any funds raised would be restricted for this project. He added that the walkway is for recognizing retirees, not memorials. The walkway is for faculty and staff and any requests regarding memorials should be handled through the Campus Beautification Committee.
- j. Request to add the Registrar, the Director of Admissions, and the Director of International Programs as non-voting ex-officio members of the Senate – R. Hull stated that this addition would be in violation of the Senate statutes. They will receive a standing invitation as guests of the Senate. Making them ex-officio members requires that 12 other seats for elected senators be added. The Executive Committee agreed that extending a standing invitation to those people would suffice.
- k. Report from Herb Reinhard, Athletic Director – H. Reinhard was not in attendance to give a report.
- l. Report from the Senate Executive Secretary
  - 1. R. Hull stated that the Executive Committee remanded to the Parking and Usage subcommittee several requests about enforcing parking policies on campus. There was also a request that the committee investigate the possibility of free parking for faculty and staff.
  - 2. Request for a site for faculty dining is on the agenda and is being worked on.
  - 3. R. Hull stated that a request regarding the uniform workload policy was remanded to the Faculty Affairs Committee and that B. Caster had included this in his report. Another request had been remanded to the Faculty Affairs Committee to change the definition of half-time summer teaching to reflect the changes that came with semester conversion.
  - 4. R. Hull stated that a request for the addition of student members to the Academic Scheduling and Procedures had been remanded back to SGA. They also remanded to the Academic Scheduling and Procedures Committee a request to prohibit the use of Saturdays for finals during Maymester. Also, Shirley McClain has been contacted for input regarding the evening schedule.
  - 5. R. Hull stated that requests regarding the release of infirmity information for students and establishing a subcommittee for changing and improving the Homecoming parade had been remanded to the Student Services Committee.
  - 6. The tree policy from the Environmental Issues Committee – B. Derrick thanked R. Hull for making room on the agenda for discussion of the policy. She referred to the policy that was

distributed as the senators entered the meeting and stated that it was not the correct version. She distributed to a different policy that was more definitive in nature. This policy is a modification of the policy adopted by the Senate in 1993. Some editing was done a year ago to reflect the way the policy was being handled on campus. In Section III, “should be” was deleted from the first sentence to reflect that special zones have been established on campus, rather than that they should be established. Section VI specifically identifies the Campus Beautification and Stewardship Committee as a sub-committee of the Environmental Issues Committee. This section also emphasizes the importance of early consultation with the sub-committee as projects are beginning to develop on campus. Section VII is new to the document and puts in writing what has become the expected practice on campus. B. Derrick stated that she would re-visit this section. Section VIII has been stricken from the document per Dr. Bailey’s request and the committee’s concurrence. Referring back to Section VII, B. Derrick stated that some language needed to be changed to be in agreement with Dr. Bailey, the committee, and the Board of Regents. She stated that she was placing the document on the floor for approval and R. Hull asked for any discussion. B. Derrick initiated discussion by distributing another handout reflecting the changes to Section VII of the tree policy. J. Elza made a motion for approval of the handout as a friendly amendment. With a motion and a second, R. Hull asked for discussion. C. Coons asked if changing the language in the document to “urge the Board of Regents” would make them comply with the wishes of the VSU faculty. B. Caster stated that because faculty has no power over the Board of Regents, writing the policy urging them to comply would be a positive change. F. Smith asked if the wording could be changed to “recommend and urge.” S. Thomas referred to the part of Section VI that mandated that the committee be invited and asked if it was intended to be a mandate. **After a motion and a second, the policy with the changes in wording was approved.**

7. Nominating Committee – R. Hull stated that the nominating committee for the executive secretary position consists of John Hummel, Mike Meacham and Jacque Wheeler. He opened the floor for additional nominations. With no nominations, he asked for a motion and second to close the floor to nominations. He asked for discussion and there was none. **The nominating committee was approved.**
8. An *ad hoc* committee for one year for Graduation Day and all policies relating to it – R. Hull stated that a group of people had been serving in this capacity, but this would recognize them as a Senate committee. He had been contacted about the possibility of making them an *ad hoc* committee for one year and then making it a standing committee. B. Derrick stated that her suggestion was for the by-laws to be examined and that this committee be created and recognized without making a change to the by-laws. J. Elza asked if this committee was created by the Committee on Committees. S. Thomas stated that she understood that this committee was not to be a standing committee. J. Elza made a motion that the Graduation Committee be recognized as a sub-committee of the Academic Honors and Scholarships Committee and appropriately report back to the Senate. R. Hull asked for discussion. C. Coons stated that the issue of a commencement speaker had been remanded to the Educational Policies Committee and she asked that it be sent to the new Graduation Committee. R. Hull clarified that several people have been serving in this capacity for some time and stated that action by the Senate would recognize them as a Senate sub-committee. **The Graduation Committee was approved.**
9. Committee schedule for annual reports – R. Hull stated the Academic Scheduling and Procedures, Academic Honors and Scholarships, Athletics, Educational Policies, and Environmental Issues committees will give their annual reports at the March Senate meeting. The Faculty Development and Research, Library Affairs, Minority and Diversity Affairs, Student Activities, Student Services, and Technology committees will present their annual reports at the April Senate meeting.

10. General Discussion – R. Hull stated that Fred Ware asked him to announce that the search firm hired by the Presidential Search Committee would be coming to campus in the near future and would be holding separate open forums for faculty, staff, students, administration, and the public at large. Specific information regarding the times and locations of these forums would be posted on the committee’s web site. J. Elza made a motion that the Senate extend to the final five presidential candidates an invitation to campus to visit with faculty, staff and students. She stated that this would be a polite gesture in case the Board of Regents fails to do so. **This was approved.**

B. Derrick stated that the Environmental Issues Committee meets on the first Thursday of each month at 3:30 p.m. in the Odum Library and invited anyone to attend. She stated that they sent a letter to various city officials regarding a bike path through Valdosta that would run through campus. Their immediate concerns are regarding the width of the bike path and they are in the process of voicing those concerns to the City of Valdosta in an effort to be involved in the discussions. They are also working on a lighting policy for the campus to reflect the interests and concerns of all concerned parties. The committee is also addressing recycling issues. A sub-committee is developing an Energy Conservation Questionnaire via e-mail. They are also continuing to work on an outdoor classroom.

11. Adjournment – The meeting was adjourned at 4:45 p.m.