



**Valdosta State
University®**

A Regional University of the University System of Georgia



FACULTY SENATE

Est. 1991

Chairman
Ronald M. Zaccari

Vice Chairman
Louis Levy

Executive Secretary
David Boyd

Parliamentarian
Mike Meacham

Minutes of April 17, 2003

The Valdosta State University Faculty Senate meeting convened at 3:35 p.m. in the Magnolia Room of the University Center. Members present were:

R.M. Zaccari, President
L. Levy, Vice President, Academic Affairs
D. Boyd, Executive Secretary
M. Meacham, Parliamentarian

*Indicates the individual assigned a proxy

Ex-Officio Senators:

J. Black	K. Keppler (absent)
C. Harmon	J. Gaston
S. Gravett	T. Reed (absent)
K. Stanley (absent)	M.A. Reichenbach
E. Clark	P. Allen
*G. Gaumond	N. Argyle
*M. Giddings	

College of the Arts:

F. Barnas	J. Hornsby
M. Savoie	M. Schmidt
*M. Eaves	L. Indergaard
E. Nielsen	C. Bague

College Of Arts and Sciences:

*T. Manning	B. Bergstrom	C. Barnbaum	J. Elza
C. Hand	M. Laughlin	M. Richard	D. Robinson
E. Sheeley	V. Soady	J. Whitehead	K. Rumstay
T. Meyers	D. Boyd	S. Childs	*J. Kinney
J. LaPlant	M. Stoltzfus	B. Adler	C. Johnson
C. Meyers	E. Whiting	J. Samaras	

The Harley Langdale, Jr. College Of Business Administration:

M. Holland (absent)	A. Reddy (absent)	F. Ware (absent)
R. Allen	P. Fadil	

College of Education:

L. Carter	G. Langford	F. Smith	K. Hinkle (absent)
L. Moore	S. Andrews	A. Brovey	R. Hull
M. Maina	J. Siegrist	D. Brihl (absent)	D. Judd
T. Enloe	B. Johnston	K. McCurdy	S. Worth
*I. Ellis	E. Dodd		

College Of Nursing

L. Floyd	*D. Shambley-Ebron	D. Weaver
----------	--------------------	-----------

Division Of Social Work:

M. Meacham

Odum Library:

K. Smith

M. Puffer-Rothenberg

Proxies:

Mike Savoie for Michael Eaves

Mike Stoltzfus for Jane Kinney

Shirley Andrews for Iris Ellis

Ken Smith for George Gaumond

Linda Floyd for Donna Shambley-Ebron

Mike Meacham for Marty Giddings

Charles Johnson for Tom Manning

Chris Meyers for Tracy Meyers

Student Senator (non-voting)

President of the SGA: C. Guined (absent)

Student appointed by SGA President:

Visitors:

Shannon McGee, Council on Staff Affairs

Walter Peacock, Admissions

Kent Moore, College of Business Administration

Marsha Krotseng, Office of Planning

1. R. Zaccari informed the Faculty Senate that he was recently in Atlanta for the FY 2004 budget presentation to the Board of Regents. He was informed at the presentation that there may be difficult times ahead if certain proposed tax packages are not passed by the legislature as this would cause a \$124 million deficit. In recent days the deficit figure of \$124 million has increased to \$165 million. R. Zaccari reiterated the loss of \$4.1 million dollars in the FY 2003 budget, as well as the \$17 million loss of funds state-wide for health care (\$550,000 of which is VSU's share). Therefore, VSU must be vigilant in its continuing efforts to save funds. Due to the current budget situation certain positions that are vacated at VSU will not be filled immediately. For example, there is a director on campus that will be retiring effective June 30th. Rather than filling that position at this time, the assistant director of that office has been asked to assume the responsibilities of the director's position.

R. Zaccari informed the Faculty Senate that Dr. Louis Levy will announce no later than 5:30 p.m. on Monday, April 21st, the recommendation for the position of Dean of College of the Arts, as well as the position of Dean of College of Education.

R. Zaccari shared news that the Governor of Massachusetts has chosen to withdraw state funds from the public universities in Massachusetts and informed those universities they will become private. Prior to this announcement the tuition fees in Massachusetts last year had been increased 24%. R. Zaccari noted that last year Georgia increased tuition fees 5%.

R. Zaccari thanked the senators for all they have done during the academic year. He also mentioned there were 173 efficiencies that were suggested by VSU administrators, staff, and faculty which include several creative ideas of how VSU can save money. The Budget Advisory Council is currently assessing how funds can be redirected.

2. Approval of the minutes of the March 30, 2003, meeting of the Faculty Senate – The minutes were approved.

3. New business

- a. Report from the Academic Committee – Louis Levy gave the report. ([Attachment #1](#))

Dr. Levy noted prior to giving the committee report that the Board of Regents has granted approval for VSU to submit expanded degree proposals for Master of Science in Biology, as well as Master of Science in Music Performance. In addition, the area of Applied and Clinical Sociology within the Sociology Department received initial accreditation.

A motion was made and seconded to approve action items in the minutes of the Academic Committee. The motion was passed.

- b. Report from the Committee on Committees – Lyle Indergaard gave the report.

1. The Committee on Committees met on Wednesday, April 16, 2003.
2. The Grievance Committee ballots were counted and the results verified. Andreas Lazari, Jane Kinney and Brian Gerber have been elected to fill expired terms. Martha Livingston has been elected to replace Jane Elza who is retiring. Carl Hand has been appointed to chair the Grievance Committee for the 2003-04 academic year.
3. The Institutional Planning Committee has asked the Committee on Committees to review two requests. On behalf of the IPC, Jerry Siegrist has asked for a one-year extension as Chair of this committee. Secondly, the IPC has requested that the Chair of this committee be appointed for two years as a matter of policy.

The Committee on Committees agrees to extend Jerry Siegrist's term as Chair of the IPC for one year. However, we do not agree with the second request, namely that the Chair of the IPC be appointed for two years as a matter of policy. We believe that the three-year (Chair-elect, Chair and Past-Chair) system should be maintained.

4. The Committee on Committees has asked the Deans and Division Heads to hold an election for a total of six General Faculty seats on a total of three Statutory Committees. The deadline for these elections is May 1, after which the Committee on Committees will meet to complete the process of committee assignments.

- c. Report from the Institutional Planning Committee – Jerry Siegrist gave the report. ([Attachment #2](#))

- d. Report from the Faculty Affairs Committee -- Shirley Andrews gave the report.

The Committee is continuing to work on the merit pay issue. They have also begun work on the three items that were remanded to the Committee from the previous Faculty Senate meeting.

- e. Report from the Faculty Grievance Committee – Carl Hand – No report.

- f. Report from the Senate Executive Secretary -- David Boyd

- i. **2003-2004 Faculty Senate Calendar** ([Attachment #3](#))

There was some discussion regarding changing the June meeting of the proposed FY 2004 Faculty Senate Calendar. **B. Bergstrom made a motion to change the Summer 2004 Faculty Senate meeting to May 2004. There was a second and the motion passed.**

There was also a motion made to move the Summer 2003 Faculty Senate meeting, which was scheduled for June, 2003, to May 2003. There was a second and the motion passed. Therefore, the May 2003 meeting will be held on the third Thursday of May (May 15, 2003). The location and time of the meeting will be announced in the near future.

- ii. A request to consider raising the entrance requirement SAT scores to 440 (verbal) and 410 (math) was remanded to the Educational Policies Committee.
- iii. A request to review the titles of full-time non-tenure-track faculty (including those in the Music department having the title of Teaching Assistant) was remanded to the Faculty Affairs Committee.
- iv. A request to reexamine the Administrative Evaluation – where the results go, etc – was remanded to the Faculty Affairs Committee.
- v. A request to have student evaluations of courses returned to faculty members in a timelier manner was remanded to the Faculty Affairs Committee.
- vi. Reports from Standing Committees
 - a. Education Policies – Steven Childs ([Attachment #4](#))

The Senate voted to raise the admission standards on the SAT from 430 verbal and 400 math to 440 verbal and 410 math. This change will be effective for Summer 2004.

- b. Faculty Development and Research – Allen Reddy – No report.
- c. Library Affairs – Dianne Judd

The Library Affairs Committee met several times during the fall and spring semesters to discuss the library materials budget and contingency fund requests.

This year the Library Affairs Committee was able to approve all the contingency fund requests that were submitted. The committee approved requests for a total of \$9,635.95 of contingency funds, which is part of the library materials budget.

- d. Minority & Diversity Affairs – LaGary Carter

L. Carter reported that the committee had been asked to consider adding sexual orientation to VSU's non-discrimination clause. The consensus of the committee is that sexual orientation not be added to the non-discrimination clause of VSU. Discussion that followed the report included both pros and cons of adding sexual orientation to the non-discriminatory clause.

- e. Student Activities – Jane Elza submitted the report on behalf of Viki Soady

The committee met electronically and no comments were received concerning reconsideration of the committee's charge. Electronic contact proved the means of meeting, since, out of a committee of 17 people, no five could actually find a time to meet in one room.

The committee received no action items.

The Chair consulted with the Vice-President for Student for Affairs, Kurt Keppler (new last Fall), in order to determine why this is the case. The reason for the longstanding lack of agenda items for this committee is due to the fact that its mandate is duplicated by the Administrative Council Committee on Student Life which Dr. Keppler had begun meeting with immediately upon his assumption of duties. I expressed my view to Dr. Keppler that these redundancies needed addressing and commensuration. Dr. Keppler and I agreed that he would complete his first year in his new position and that then he would be better able to meet with the Secretary of Senate and the Executive Committee of Senate in order to make suggestions about how to merge these two committees or to share mandates effectively. The redundancy is quite clear.

Therefore, the Student Activities Committee recommends that the Secretary of Senate begin discussions with the Vice-President for Student Affairs in order to restructure the Student Activities Committee in relationship to the Administrative Council Committee on Student Life. It would be our hope that the Student Activities Committee could receive agenda items and could play an active role in formulating and approving policies and procedures for Student Activities.

- f. Student Services – Martha Laughlin gave the report. ([Attachment #5](#))

- g. Technology Committee – Ken Smith gave the report.

The Technology Committee of the Faculty Senate met 5 times this year. Minutes of the meetings are currently available on Reserve at the Odum Library.

At our first meeting we adopted bylaws for the committee, reviewed our charge and adopted goals for the year. We had one item remanded to us. We were asked to consider expanding the scope of VSUFAC to allow more open discussion among faculty.

Faculty Listservs

The Committee has two recommendations in regard to this issue. First, we recommend that a new list, tentatively called FACFORUM, be created. It would be an unmoderated, faculty-only list dedicated to the discussion of topics of interest to the campus community. The Committee was concerned that if VSUFAC were simply broadened, many people would start to opt out of it. An informational list for faculty is needed on campus, and VSUFAC is it. We further recommend that VSUFAC be considered an official channel of communication. This would be an efficiency, cutting down on the amount of paper and toner used

on campus. It would also strengthen VSUFAC as a means of communication, as most of those faculty not currently subscribed would choose to do so.

Course Management Software

This year the Committee spent a good deal of time discussing Course Management Software. Issues included why and how WebCT was chosen, and whether it would be advisable to bring Blackboard to campus. This was a somewhat controversial topic, but in the end the Committee decided that it supports the WebCT standard, permitting flexibility where there is clear reason for using Blackboard. For instance the College of Education teaches Blackboard, and it is appropriate that they do so *using* Blackboard (rather than WebCT!). This limited use of Blackboard can be handled via the enhanced service at Blackboard.com, and within the context of a flexible institutional standard.

4. General Discussion

M. Richard inquired whether VSU had contacted any local government agencies to ask for possible funds due to the current budget situation at VSU. He mentioned SPLOST as a possibility. R. Zaccari stated that local governments had not been contacted regarding the budget situation. He also noted that SPLOST is passed as a tax increase for specific projects and therefore could not be allocated to any other projects other than those that were specified. R. Zaccari stated that the budget is based on a 4% increase in tuition. He will present some numbers regarding the tuition increase at the May Faculty Senate meeting.

D. Boyd mentioned that Marsha Krotseng (Chief Planning Officer) has compiled a list of recommended efficiencies. Krotseng indicated the list of efficiencies would be placed on the Strategic Planning website (<http://www.valdosta.edu/planning/>).

J. Black discussed the energy management system on campus. He noted the facilities at VSU are monitored and controlled within very specific parameters, from temperature limits (highs and lows) to time of day control. There are twenty chillers throughout campus and there has been a concerted effort by Plant Operations over the past ten years to upgrade these machines to the latest models. This was necessary to take advantage of more favorable Georgia Power rate schedules, to comply with changing environmental laws, to rid the campus of R-11 refrigerant machines, to replace aging machines, to provide redundant capabilities and to take advantage of new technology. Plant Operations has completed several projects to make our systems more economical and take advantage of Georgia Power rate schedules. An example is the construction of a new chiller plant at Fine Arts. Changes made at VSU have allowed the campus to reduce the average age of our total campus system to a level that qualified the university to change our rate structure from Real Time Pricing to School Load Management. This change has saved the campus approximately \$250,000 annually in electrical costs. Valdosta State University has perhaps the lowest cost per square foot of space for energy usage of any of the thirty-four state institutions. We are using power at the rate of approximately 3 cents per Kilowatt Hour, which is extremely low. VSU's newer facilities are using technology called Variable Air Volume that does allow, in most cases, individual control of spaces. However, the older facilities were constructed using a Zone Technology that does not allow individual control of spaces. Zone technology has several offices or rooms within the same zone and thus a single thermostat controls all of the space. The existing system allows for several operating parameters that can be adjusted to satisfy the concerns or needs of occupants. These inputs can dictate time of day usage, cycling parameters, temperature controls standards, and any other conditions where a capability exists for change. The major opportunity that currently exists for

saving of energy dollars lies in the use of lighting. In the past, VSU had a rate structure from Georgia Power that was not conducive to lighting retrofits and use, but the new rate structure does warrant these considerations as it offers the best current opportunity for additional savings.

J. Black distributed the COSA-On-The-Move newsletter compiled by the Council on Staff Affairs. He noted the hard work and dedication of COSA. He thanked COSA Chair Shannon McGee for her leadership. He also inquired if the senators of the Faculty Senate believed their constituents would be interested in receiving a copy of COSA-On-The-Move in the future. It was noted the document is available on the COSA website (<http://www.valdosta.edu/vsu/cosa/>). A notice will be sent on the VSUFAC listserv notifying faculty of the next publication of COSA-On-The-Move, which will be published in the Fall Semester 2004.

J. Black noted a 1998 study regarding the retention of students. An advisory committee was established to examine different ways the university could retain students. One finding of this committee was the need to enhance internal teamwork and campus communication to improve our services. In order to build a service oriented culture at VSU the Office of Training and Development established the Partners for Campus Excellence program on campus. Thus far, sixty-six departments have participated in the Partners for Campus Excellence training sessions. The program is being extended to faculty with a concentration on service through student advising. There are also three additional programs being implemented: 1) "I Caught you Caring" is a structure to allow an individual to recognize the service effort of a VSU employee. 2) Management training classes will be a series of support classes for university middle management. 3) Partners Departmental Liaison discussion groups will be support sessions/lunches held to facilitate problem solving between departments.

5. Adjournment – The meeting adjourned at 4:57 p.m.

(Attachment #1)

VALDOSTA STATE UNIVERSITY
ACADEMIC COMMITTEE MINUTES
February 10, 2003

The Academic Committee of the Valdosta State University Faculty Senate met in the Library Conference Room on Monday, February 10, 2003. Dr. Louis L. Levy, Vice President for Academic Affairs, presided.

Members Present: Dr. Michael Eaves, Dr. Matthew Richard, Dr. Ralph Allen, Dr. Evelyn Dodd, Ms. Donna Shambley-Ebron, Dr. Michael Meacham, Mr. James Hornsby, Mr. W. Allan Park, Dr. Frank Flaherty, Dr. Kathe Lowney, Dr. Donald Seat, Dr. Cindy Tori, Dr. Chuck Walsh, Dr. James Humphrey, Ms. Donna Shambley-Ebron (proxy for Ms. Luanne Turner), and Mr. Steven Scheuler..

Members Absent: Dr. Stan Andrews, and Dr. Danny Dixon.

Visitors Present: Renee Graham, Dr. Donnie McGahee, Dr. Bob Bauer, Dr. Larry Hilgert, Dr. Adele Ducharme, Dr. Tom Reed, Dr. Brian Adler, Dr. Jim Hill, Dr. Michael Brooks, Dr. Lynn Bell, Dr. Ernestine Clark, Dr. Linda Bennett Elder, Dr. Sharon Gravett, Dr. George Gaumond, Ms. Susan E. Thomas, and Mr. Lee Bradley.

The Minutes of the December 9, 2002 Academic Committee meeting were approved.

A. College of Arts and Sciences

1. Revised senior curriculum for the BA in Philosophy was approved effective Fall Semester 2003 with the last line of the Core Area F requirements changed to read ...Science elective (selected from the 1000/2000 level). (pages 3-10).
2. New course, Religious Studies (REL) 4920, "Senior Capstone Course, (RELIGIOUS STUDIES SENIOR CAP – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Fall Semester 2003 with the course description change to ...track. It includes individual... . (pages 11-12).
3. Revised admissions requirements for the MS in Criminal Justice was approved effective Summer Semester 2003 with the Special Admission Requirements changed to read ... score of 3.5 is required. For those students who took the GRE prior to October 2002, the required score for admission is an 800 as a combination of any two of the three sections. (pages 13-14).
4. Revised admissions requirements for the BGS degree was approved effective Summer Semester 2003. (page 15).
5. Revised residency requirements for the BA, BS, and BGS degrees in the College of Arts and Sciences, was approved effective Spring Semester 2003. (pages 16-17).

B. College of the Arts and Sciences/Library

1. New course PERS 22XX was tabled. (pages 18-27)

C. College of the Arts and Sciences/College of Nursing

1. New course African American Studies and Nursing (AFAM/NURS) 3070, “Health Care Issues of Vulnerable Populations in the United States”, (HEALTH OF VULNERABLE POP – 3 credit hour, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Summer Semester 2003 with the course description changed to read ... ameliorating the health of vulnerable populations. It will... . (pages 28-32).

D. College of Business

1. Deactivation of the BA in Economics was approved effective Spring Semester 2003. (page 33)

E. College of Education

1. Revised Dental Hygiene program was tabled. (pages 34-40).
2. Revised degree requirements for the EDS in School Psychology was approved effective Fall Semester 2003. (page 41-50).
3. Revised course title, credit hours, and description, Psychology (PSYC) 7120, “Academic and Behavioral Assessment”, (ACADEMIC/BEHAVIORAL ASSESSMENT – 4 credit hours, 4 lecture hours, 1 lab hour, and 5 contact hours), was approved effective Fall Semester 2002 with the contact hours corrected to read “5”. (pages 51-63).
4. Revised course title, and credit hours, Psychology (PSYC) 8150, “Behavioral health Care Systems”, (BEHAVIORAL HEALTH CARE SYSTEMS – 3 credit hours, 3 lecture hours, 1 lab hour, and 4 contact hours), was approved effective Fall Semester 2002 with the contact hours corrected to read “4”. (pages 64-70).
5. Revised course description, Secondary Education (SEED) 3000, “Issues and Trends in Secondary Education”, (ISSUES AND TRENDS SED – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Summer Semester 2003 with the description changed to read ... field experience is required. . (page 74).
6. Revised course number and description, Secondary Education (SEED) 4010, “Integrating Technology in Secondary Education”, (INTECH IN SECONDARY EDUCATION – 1 credit hour, 0 lecture hours, 2 lab hours, and 2 contact hours), was approved effective Summer Semester 2003 with the description changed to read: Prerequisite: ACED 2400 and either PSYC 3110 or SEED 3000. Focus on advancing a learner’s systematic, progressive migration to a student-centered, technology-empowered class. The course’s central theme is integrating technology into the curriculum. (page 75). Deactivate SEED 3010.
7. Revised course description, Secondary Education (SEED) 4100, “Curriculum and Methods For Teaching Secondary English”, (CUR/MTHDS TCHNG SEC ENG – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Summer Semester 2003 with the description changed to read ...developmentally appropriate, interdisciplinary curriculum and activities that incorporate technology and authentic assessment strategies. The course also includes the study of adolescent literature as part of the secondary curriculum. Successful

completion of a 40-hour secondary school field experience in required. (page 76).

8. Revised course description, Secondary Education (SEED) 4200, “Curriculum and Methods For Teaching Secondary Mathematics”, (CURRIC/MTHDS TCHNG SEC MATH – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Summer Semester 2003 with the description changed to read ...developmentally appropriate, interdisciplinary curriculum and activities that incorporate technology and authentic assessment strategies. The course also includes examination and evaluation of the National Council of Teachers of Mathematics Standards. Successful completion of a 40-hour secondary school field experience in required. (page 77).
9. Revised course description, Secondary Education (SEED) 4300, “Curriculum and Methods For Teaching Secondary Science”, (CUR/MTHDS TCHNG SEC SCIENCE – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Summer Semester 2003 with the description changed to read ...developmentally appropriate, interdisciplinary curriculum and activities that incorporate technology and authentic assessment strategies. Successful completion of a 40-hour secondary school field experience in required. (page 78).
10. Revised course description, Secondary Education (SEED) 4400, “Curriculum and Methods For Teaching Secondary Social Studies”, (CUR/MTHDS TCHNG SEC SOC STUDIES – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Summer Semester 2003 with the description changed to read ...developmentally appropriate, interdisciplinary curriculum and activities that incorporate technology and authentic assessment strategies. Successful completion of a 40-hour secondary school field experience in required. (page 79).
11. Revised course title, and description, Secondary Education (SEED) 4620, “Linking Classrooms with Careers”, (LINKING CLASSROOMS WITH CAREER – 1 credit hour, 0 lecture hours, 2 lab hours, and 2 contact hours), was approved effective Summer Semester 2003 with the description changed to read ... field experience that emphasizes educational applications and connections between businesses/industries and schools. (pages 80-84).
12. Revised course title, prefix, and description, Middle Grades & Secondary Education (MSED) 4780, “Internship in Middle & Secondary Education”, (INTERNSHIP IN MIDDLE/SECONDARY – 6 credit hours, 0 lecture hours, 6 lab hours, and 6 contact hours), was approved effective Summer Semester 2003 with the description changed to read ...work, employment on a provisional certificate, and consent of department. This course must be taken twice. (page 85). Deactivate SEED 4780.
13. Revised course description, Secondary Education (SEED) 4790, “Student Teaching”, (STUDENT TEACHING – 10 credit hours, 10 lecture hours, 0 lab hours, and 10 contact hours), was approved effective Summer Semester 2003. (page 86).
14. Revised degree requirements for the MED in Middle Grades Education was approved effective Summer Semester 2003. (pages 87-88).
15. Revised degree requirements for the MED in Secondary Education was approved effective Summer Semester 2003. (page 89).

16. Revised credit hours, and grading mode, Middle Grades & Secondary Education (MSED) 7000, "Professional Development Seminar 1", (PROF DEVELOP SEMINAR I – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Summer Semester 2003. (page 90).
17. Revised credit hours, and description, Middle Grades & Secondary Education (MSED) 7010, "Current Issues and Trends in MSED", (CURRENT TRENDS ISSUES MSED – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Summer Semester 2003. (page 91).
18. Revised credit hours, and description, Middle Grades & Secondary Education (MSED) 7650, "Teaching Practicum", (TEACHING PRACTICUM – 2-3 credit hours, 2-3 lecture hours, 0 lab hours, and 2-3 contact hours), was approved effective Summer Semester 2003. (page 92).
19. Revised credit hours, description, and grading mode, Middle Grades & Secondary Education (MSED) 7800, "Professional Development Seminar II", (PROF DEVELOP SEMINAR II – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Summer Semester 2003. (page 93).
20. Revised course number, title, description, and prefix, Middle Grades & Secondary Education (MSED) 7100, "Special Topics in Middle Grades and Secondary Education", (SPECIAL TOPICS IN MSED – 1-3 credit hours, 1-3 lecture hours, 0 lab hours, and 1-3 contact hours), was approved effective Summer Semester 2003. (page 94). Deactivation of MGED 7000.
21. Revised title, description and prefix, Middle Grades & Secondary Education (MSED) 7020, "Curriculum in Middle Grades and Secondary Education", (CURRICULUM IN MSED – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Summer Semester 2003. (page 95). Deactivation of MGED 7020.
22. Revised description and prefix, Middle Grades & Secondary Education (MSED) 7030, "Teaching Strategies", (TEACHING STRATEGIES – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Summer Semester 2003 with the description changed to: Theoretical, practical, and research foundations for classroom teachers' consideration in selection of instructional strategies based on unique functions of content related to intellectual needs of students. (page 96). Deactivation of MGED 7030.
23. Revised description and prefix, Middle Grades & Secondary Education (MSED) 7040, "Evaluation and Assessment", (EVALUATION AND ASSESSMENT – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Summer Semester 2003. (page 97). Deactivation of MGED 7040.
24. Revised title, description and prefix, Middle Grades & Secondary Education (MSED) 7320, "Multiculturalism and Diversity", (MULTICULTURALISM AND DIVERSITY – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Summer Semester 2003. (page 98). Deactivation of MGED 7320.
25. Revised title, description and prefix, Middle Grades & Secondary Education (MSED) 7610, "Beginning Teacher Practicum in MSED", (BEG TCHR PRAC MID/SEC EDUC – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Summer

Semester 2003 with the description changed to read: A course designed to provide support for middle grades and secondary beginning teachers (0-3 years experience). The course encompasses practical applications of organization and management, educational planning based on assessments, and teaching and learning strategies.. (page 99). Deactivation of MGED 7610.

26. Revised description and prefix, Middle Grades & Secondary Education (MSED) 7620, “Renewal Institute for Practicing Educators”, (RENEWL INST PRACT TCHNG – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Summer Semester 2003 with the description changed to read: A course to provide support for middle grades and secondary teachers who are seeking professional and personal development. (page 100). Deactivation of MGED 7620.
27. Revised title, description and prefix, Middle Grades & Secondary Education (MSED) 8000, “Special Topics in MSED”, (SPECIAL TOPICS IN MSED – 2-3 credit hours, 2-3 lecture hours, 0 lab hours, and 2-3 contact hours), was approved effective Summer Semester 2003. (page 101). Deactivation of MGED 8000.

F. Library Science

1. New course, Library Science (MLIS) 7180, “ Library Services for Patrons with Special Needs”, (SVCS PATRONS W/DISABILITIES – 3 credit hour, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Summer Semester 2003 with the course description changed to read: A Web-based course to provide students with a general understanding of disability issues, with a particular emphasis on visual disabilities. The focus is on obtaining funding and providing services for patrons with special needs. (pages 102-103).

G. College of Nursing

1. New course, Nursing (NURS) 3020, “Biological and Chemical Terrorism: Impact on Communities”, (BIOCHEM TERROR: IMPACT ON COMM – 3 credit hour, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Summer Semester 2003 with the course description changed to read ...terrorism and to identify the potential risk these agents have in communities. Discussion..., and “Open to students of all majors.” added as the last sentence. (pages 104-109).
2. New course, Nursing (NURS) 3700, “Pathophysiology”, (PATHOPHYSIOLOGY – 3 credit hour, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Fall Semester 2003 with the course description changed to read ...cellular activity, organ... . (pages 110-112).
3. New course PERS 2490 tabled. (pages 113-115).
4. New minor Nutritional Science was approved effective Fall Semester 2003. (pages 116-122)
5. New course, Nutrition (NUTR) 3300, “Introduction to Nutrition, Exercise & Health”, (INTRO TO NUTR EXER & HEALTH – 3 credit hour, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Fall Semester 2003. (page 123-125).
6. New course, Nutrition (NUTR) 3350, “Weight Management & Behavior”, (WEIGHT MANAGEMENT & BEHAVIOR – 3 credit hour, 3 lecture hours, 0 lab hours, and 3 contact

hours), was approved effective Fall Semester 2003 with description changed to read ...NUTR 3100 or NUTR 3300; or permission of instructor. An integrative approach dealing with issues related to the prevention of obesity in children and in adults. The course... . (page 126-129).

7. New course, Nutrition (NUTR) 4100, "Sports Nutrition", (SPORTS NUTRITION – 3 credit hour, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Fall Semester 2003 with the prerequisite changed to read ...3100; BIOL 2651 and BIOL 2652; and CHEM 1151K and CHEM 1152K, or CHEM 1211K and CHEMG 1212k. (page 130-132).
8. New course, Nutrition (NUTR) 4350, "Eating Disorders", (EATING DISORDERS – 3 credit hour, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Fall Semester 2003 with the prerequisites changed to read: Prerequisites: PSYC 2700; NUTR 3100 or NUTR 3300 or NUTR 3350; or permission of instructor. (page 133-135).

Respectfully submitted,
Gerald B. Wright, Registrar

(Attachment #2)

**Faculty Senate Institutional Planning Committee Minutes
April 16th, 2003**

Present: Lynn Bell, Linda Bennett Elder, Jeff Grant, Kurt Keppler, Marsha Krotseng, Blake Pearce, Jerry Siegrist, Susan Thomas, Tabitha Staier (recorder).

The chair introduced **Jeff Grant**, COSA's representative to the IPC

Minutes of the March meeting were approved as written.

The chair reported on the Faculty Senate Executive Committee Meeting and the April 9th University Planning Committee meeting. He also reported that the COC has received the request for modification of the chair rotation on either a one year or permanent basis.

The chair distributed copies of each of the eight Strategic Goals Committee's priority and cost recommendations as discussed at the April 9th UPAC meeting. He suggested that, given the economic outlook, committee members examine them for items that would generate savings or leverage new income. If they will email him, he will present recommendations at the next UPAC meeting in May.

The chair also distributed copies of the budget presentation follow-up recommendations and these were discussed by the committee. **Kurt Keppler** mentioned, as an example, savings generated by moving from voice mail to answering machines. It was noted by **Lynn Bell** that off-campus students pay fewer fees, and it was suggested that since the university was delivering services to them, instead of them driving to campus, perhaps the fee structure should be increased to reflect that fact.

Lynn Bell raised the issue of a university Mission Statement that reflects the strategic planning that has taken place this past year and a half. **Marsha Krotseng** indicated that Goal Committee One had been charged, in part, with that task. Lynn would like to coordinate activities with Goal Committee One to involve the Institutional Planning Committee.

The Committee agreed to meet at least two weeks prior to the Faculty Senate meeting next year in order to better coordinate its deliberations and reporting.

Finally, this academic year has been one of great challenges for the university, the Faculty Senate, and the IPC. It has been one of data-gathering and restructuring. The committee has added three new representatives, **Marsha Krotseng**, **Jim Marth**, and **Jeff Grant**, thereby increasing its diversity and usefulness. It has also been linked to the University Planning Committee through Marsha Krotseng and the chair. The committee anticipates another great year in 2003.

(Attachment #3)

	September	October	November		February	March	April		May
Written Committee Reports	21-Aug-03	18-Sep-03	23-Oct-03		22-Jan-04	19-Feb-04	18-Mar-04		22-Apr-04
	21-Aug-03	18-Sep-03	23-Oct-03		22-Jan-04	19-Feb-04	18-Mar-04		22-Apr-04
Agenda to Executive Committee	28-Aug-03	25-Sep-03	30-Oct-03		29-Jan-04	26-Feb-04	25-Mar-04		29-Apr-04
Executive Committee meeting	04-Sep-03	02-Oct-03	06-Nov-03		05-Feb-04	04-Mar-04	01-Apr-04		06-May-04
Agenda to Senators	11-Sep-03	09-Oct-03	13-Nov-03		12-Feb-04	11-Mar-04	08-Apr-04		13-May-04
Faculty Senate Meeting	18-Sep-03	16-Oct-03	20-Nov-03		19-Feb-04	18-Mar-04	15-Apr-04		20-May-04
Items to President for approval	25-Sep-03	23-Oct-03	27-Nov-03		26-Feb-04	25-Mar-04	22-Apr-04		27-May-04
Minutes Distributed & to Library	02-Oct-03	30-Oct-03	04-Dec-03		04-Mar-04	01-Apr-04	29-Apr-04		03-Jun-04
E-mail Minutes	02-Oct-03	30-Oct-03	04-Dec-03		04-Mar-04	01-Apr-04	29-Apr-04		03-Jun-04
Minutes to Chancellor	02-Oct-03	30-Oct-03	04-Dec-03		04-Mar-04	01-Apr-04	29-Apr-04		03-Jun-04
Nominating Committee proposed		20-Nov-03							
Annual Faculty Senate Report		03-Jul-03							
Minutes & Recordings to Library		31-Jul-03							

(Attachment #4)

ANNUAL REPORT: Education Policies Committee

The Education Policies Committee has met three times this year; our fourth meeting is scheduled one week from today (April 24th).

We have had three items remanded to us. The first was from Admissions, and pertained to raising admission standards on the SAT from 430 verbal and 400 math to 440 verbal and 410 math. The effective date would be Summer 2004.

The second item was from the Office of the Registrar, and had to do with establishing a historical time limit for seeking a grade change. This had a familiar ring, and we later established that this item had already been resolved. Hence the committee will not be taking further action.

The third item sent to the committee pertained to (1) policies pertaining to cheating on final exams and (2) dealing with students who are disruptive in class. While policies exist regarding cheating and disruption, our meeting on the 24th will review these existing policies and consider if expansions or other modification would be appropriate. Ms. Laverne Gaskins has been invited to that meeting.

Finally, if anyone would like to review our minutes, these are on file in the Library.

(Attachment #5)

**Annual Report of the Student Services Committee
Made to the Faculty Senate
April, 17, 2003**

The Student Services Committee convened three times, one of which was by email. The minutes of each of these meetings are on file at the Odum library.

The committee began by establishing the rules for governing the action of the committee and selecting officers. Having found that the committee had been inactive for some years, the following steps were taken:

1. conducted library research into the history of the committee in an effort to learn what kinds of issues the committee had undertaken.
2. updated the roster of ex-officio members by removing retired members
3. invited the Director of Nursing at Farber Medical Center to attend the meetings.

The committee, whose area of concern includes financial aid, housing, health services, counseling services, mail services, and food services discussed the charge of the committee and considered a number of issues that the committee might assume. One of these concerned the difficulty that students who commute or work fulltime have getting their books given the bookstore hours. Tommye Miller, Director of the VSU bookstore, was invited to attend the meeting. She informed the committee of some of the financial and logistical challenges that face the campus bookstore. No action was taken.

The bylaws were written and submitted to the Executive Secretary.

By chance, the committee learned that the Student Financial Aid Services subcommittee is a standing subcommittee of the Student Services Committee. At our request, a member of the SFAS subcommittee and a staff member of the financial aid office attended a SSC meeting and informed Committee members of the overall charge of the SFAS subcommittee and provided some context that helped the committee to understand the origins and purpose of the committee. As a result of this information, the committee voted to structure the subcommittee such that the Chair Elect of the Student Services Committee serves as the Chair of the SFAS subcommittee. We thought this action would establish a direct link between the SFAS and its parent committee, the SSC, thus preventing it from getting lost again in the future.

The bylaws were amended to reflect this change.

The Chair of the Student Financial Aid (Sub) Committee has submitted a report of the minutes of his subcommittee to the SSC.