



**FACULTY SENATE**

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Chairman Ronald M. Zaccari	Vice Chairman Louis Levy	Executive Secretary David Boyd	Parliamentarian Mike Meacham
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**Minutes of November 20, 2003**

The Valdosta State University Faculty Senate meeting convened at 3:40 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
C. Harmon (absent)	J. Gaston
L. Calendrillo	P. Gunter (absent)
K. Stanley	M. Richardson
*E. Clark	*G. Gaumond
N. Argyle	*M. Giddings

College of the Arts:

M. Schmidt	L. Indergaard
C. Brague	*M. Eaves
M. Savoie	E. Nielsen
F. Barnas	J. Brashier

College Of Arts and Sciences:

*C. Hand	D. Boyd	S. Childs	*J. Kinney
M. Richard	K. Rumstay	J. LaPlant	M. Stoltzfus
B. Adler	C. Johnson	C. Meyers	C. Whiting
J. Samaras	*C. Barnbaum	*W. Huang	C. James
K. Lowney	*G. Macheski	M. Noll	E. Pugh
J. Whitehead	M. Williams (absent)		

College Of Business Administration:

*F. Ware	R. Allen	A. Reddy	*P. Fadil
L. Marshall			

College of Education:

*S. Andrews	A. Brovey	R. Hull	M. Maina
J. Siegrist	D. Briehl (absent)	D. Judd	B. Johnston
K. McCurdy	S. Worth	I. Ellis	C. Hudson
K. Hinkle	L. Minor	L. Schmertzing	J. Stelzer

College Of Nursing

L. Floyd	*L. Bell
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Division Of Social Work:

M. Meacham

Odum Library:

M. Puffer-Rothenberg                      E. Yontz

Proxies:

Jerry Siegrist for Shirley Andrews  
Mike Meacham for Marty Giddings  
Mike Stoltzfus for Jane Kinney  
Kathleen Lowney for Ginger Macheski  
Michael Noll for Cecilia Barnbaum  
Leisa Marshall for Fred Ware  
Mike Schmidt for Mike Eaves  
Elaine Yontz for George Gaumond  
Robert Johnston for Ernestine Clark  
Brian Adler for Carl Hand  
Christine James for Lynn Bell  
Matthew Richard for Wilson Huang  
Andy Brovey for Paul Fadil

Student Government Association (non-voting)

President of the SGA: Jason Lewis

Visitors:

Russell Mast, Student Affairs/Dean of Students  
Gerald Wright, Registrar  
Chuck Hudson, Registrar  
Kristen Newcomb, Spectator  
Marsha Krotseng, Office of Planning  
Jimmy Fields, Student Government Association

R. Zaccari welcomed everyone to the November Faculty Senate meeting. He announced that Dr. Anita Hufft has accepted the position of Dean for the College of Nursing. Over the next several weeks she will transition into this position which becomes effective during mid-February. Additionally, Mr. Scott Sikes has accepted the position of Vice President for University Advancement. His appointment becomes effective January 1, 2004.

R. Zaccari informed the Senate that he traveled to Washington, D.C. and spent some time with area alumni and provided an update on the vision of Valdosta State University. While in Washington, D.C. he visited Capitol Hill and met with Chiefs of Staff of Senators Zell Miller and Saxby Chambliss. VSU has several requests on Capitol Hill including a \$250,000 grant for Science and Math Education and a \$100,000 planning grant that would allow VSU to begin a schematic overview of the proposed Health Science facility on North Campus.

R. Zaccari and L. Levy traveled to Atlanta to meet with the Board of Regents. He mentioned that the Chamber Singers were invited to perform for the Board of Regents. He complimented David Lee Johnson on the wonderful performance and noted also that D. Boyd participated in the program. R. Zaccari and L. Levy heard a space needs study presented by a planning organization from Boston. The study estimated the growth of students within the University System of Georgia through the year 2020 and provided information regarding the instructional space, laboratory space, parking space, office space, and housing that will be needed by the year 2020 to accommodate the growth.

The estimated cost required to keep up with the increase in student enrollment across the 34 institutions will be in the billions of dollars. Portman and Associates recently met with individuals on VSU's campus and conducted a similar presentation, which indicates that student enrollment at VSU could increase to 20,000 by the year 2020. R. Zaccari stated that this type of growth by the year 2020 will present quite a challenge. The acquisition of land to accommodate such growth is a primary concern. Portman and Associates recommended the possibility of demolishing some of the outdated facilities on the VSU campus to allow for additional construction space. R. Zaccari also mentioned that VSU is currently exploring the possibility of a five-level parking garage with the first level of the garage dedicated to commercial retail outlets.

R. Zaccari informed the Senate that the budget cut of 2½ % seems firm this year and he reiterated that there are no plans for lay-offs during the current fiscal year. At the present time there is no news about the proposed budget cut for FY 2005.

R. Zaccari turned the meeting over to D. Boyd.

D. Boyd noted it was pointed out to him that he was tardy in sending the agenda to the Faculty Senate. He was also tardy in announcing the meeting as the bylaws require him to make the announcement seven days in advance. He entertained the motion to suspend the rule so the meeting could be held. There was a motion and a second. The motion carried and the meeting proceeded.

D. Boyd noted there was an error on agenda item #2 – the appointment of the Senate Parliamentarian for 2003-2004 was made during the October Faculty Senate meeting. D. Boyd read the list of proxies.

**2. Approval of the minutes of the October 16, 2003, meeting of the Faculty Senate – The minutes were approved.**

3. New business

a. Report from the Academic Committee – Louis Levy

L. Levy noted that everyone should have received the minutes from the June meeting of the Academic Committee. He informed the Senate the committee met in October and the minutes were approved in November and are forthcoming. At the November meeting the committee approved some new degree action items including the Master of Music Performance, Master of Science with a Major in Biology, and a letter of intent for the Bachelor of Fine Arts with a Major in Dance. Additionally, the Doctor of Public Administration is still being considered pending a system-wide study. The minutes were approved.

[\(Attachment #1\)](#)

b. Report from the Committee on Committees – Lyle Indergaard

L. Indergaard informed the Faculty Senate that he will forward an e-mail message to all Deans and Division Heads regarding the elections for next year's Senate. He hopes to have the results of the election by the middle of January.

c. Report from the Institutional Planning Committee – Jerry Siegrist

[\(Attachment #2\)](#)

d. Report from the Faculty Affairs Committee - Jerry Siegrist for Shirley Andrews.

The Faculty Affairs Committee met on November 12, 2003 and is continuing to work on the issues that have been remanded to the committee.

- e. Report from the Faculty Grievance Committee – Brian Adler for Carl Hand.

The Grievance Committee met on November 7 to orient new members to Grievance Committee procedures. This orientation session will be conducted on a regular basis with the next meeting scheduled during the Spring 2004 semester. J. Elza addressed the committee and gave an overview of the grievance process. Various issues were discussed involving the grievance process and that discussion will continue in the Spring semester.

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

1. Mike Meacham has been appointed as the Senate's representative to the University Planning Advisory Council (UPAC)
2. **Proposed Nominating Committee:** Fred Ware (COBA), Susan Worth (COE), Cary Brague (COA) – Per the bylaws the Executive Secretary is to present three names for the Nominating Committee during the November Faculty Senate meeting. There was a call for nominations from the floor. There were no additional nominations. Dr. Boyd called for a motion to accept the nominees as presented above. There was a motion and a second. The motion carried.
3. (04-008) **Proposed moderator for the Community Announcements listserv** (John Samaras, Technology Committee)

The committee had been previously charged with finding a moderator for the recently established Community Events listserv. The committee offers two individuals, to act as co-moderators, to the Senate for confirmation. They are Dr. Cynthia Tandy, Social Work, as secondary moderator, and Professor John Samaras, Mathematics and Computer Science, as the primary moderator. – D. Boyd called for a vote on the motion of approval of the moderators. The motion carried. ([Attachment #3](#))

#### 4. General Discussion

- D. Boyd indicated he received an e-mail from Donna Nolan indicating that she and Dr. Morgan are interested in providing the Faculty Senate with a guide to suicide prevention. A few of these guides were placed on a table at the meeting for Senators to pick up.
- K. Hinkle requested the appropriate committee review an issue regarding the Regents Exam. The exam is listed as “To Be Announced” in the course schedule. Students receive a notice during the semester informing them when they are to report for the exam. If the exam is during a regularly scheduled class the absence is unexcused. A request was made to change the policy to allow the absence to be excused or perhaps move the exam to Saturdays to alleviate the problem with classes during the week. The issue will be remanded to the Educational Policies Committee.
- E. Pugh inquired whether the Suicide Prevention form had been sent out on the VSU Announcements. Dr. Boyd indicated that it had been sent out via e-mail to the campus community.

- D. Boyd noted Registrar J. Wright would be retiring in December and thanked him for faithfully attending the Faculty Senate meetings.
5. Adjournment – The meeting adjourned at 4:10 p.m.

## Attachment 1

### **VALDOSTA STATE UNIVERSITY ACADEMIC COMMITTEE MINUTES**

June 9, 2003

The Academic Committee of the Valdosta State University Faculty Senate met in the Dogwood Room on Monday, June 9, 2003. Dr. Louis L. Levy, Vice President for Academic Affairs, presided.

Members Present: Dr. Michael Eaves, Mr. W. Allan Park (proxy for Dr. Matthew Richard), Dr. Ralph Allen, Dr. Michael Meacham, Mr. W. Allan Park, Dr. Frank Flaherty, Dr. Frank Flaherty (proxy for Dr. Kathe Lowney), Dr. Cindy Tori, and Dr. Chuck Walsh.

Members Absent: Dr. Evelyn Dodd, Ms. Donna Shambley-Ebron, Mr. James Hornsby, Dr. Donald Seat, Dr. Stan Andrews, Dr. James Humphrey, Ms. Luanne Turner, Mr. Steven Scheuler, and Dr. Danny Dixon.

Visitors Present: Dr. Tayloe Harding, Dr. John Hiers, Ms. Ann Stone, Dr. Carl Cates, Ms. Teresa Williams, Dr. Martha Giddings, Dr. John Gaston, Dr. Edward Chatelain, Dr. LaGary Carter, Mr. Lee Bradley, and Dr. H. Atterbaum.

The Minutes of the March 9, 2003 Academic Committee meeting were approved.

#### **A. College of Arts and Sciences**

1. New course, Computer Information Technology (CIT) 3030, "Applied Database Programming, (APPLIED DATABASE PROGRAMMING – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Spring Semester 2003. (pages 10-11).
2. Revised course title and description, Geography/Geology (GEOG/GEOL) 3710, "Environmental Soil Science, (ENVIRONMENTAL SOIL SCIENCE – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Spring Semester 2003 with the description changed to read ...1211K. Soil properties,... . (pages 12-13).
3. Revised course title, credit hours, and description, Geography/Geology (GEOG/GEOL) 5710, "Environmental Soil Science, (ENVIRONMENTAL SOIL SCIENCE – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Spring Semester 2003 with the description changed to read ...1211K. Soil properties,... . (pages 14-16).

#### **B. College of Arts & Sciences/College of the Arts**

1. Revised course description and hours, Art (ART) 4170, "Professional Preparation", (PROFESSIONAL PREPARATION – 1 credit hour, 0 lecture hours, 2 lab hours, and 2 contact hours), was approved effective Fall Semester 2003 with the description changed to read ...2030. The assembly of... . (pages 17-18).

#### **C. College of the Arts**

1. Revised course description, Music (MUSC) 1011, "Music Theory I", (MUSIC THEORY I – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Fall Semester 2003. (page 81).
2. GPA requirement for the BFA in Speech Communication, and Mass Media. (page 82). – TABLED
3. Revised course description and credit hours, Dance (DANC) 3300, "Special Topics in Dance", (SPECIAL TOPICS IN DANCE – 1-3 credit hours, 0 lecture hours, 2-6 lab hours, and 2-6 contact hours), was approved effective Fall Semester 2003. (page 83).

#### **D. College of Business**

1. Deactivation of ACCT 7200, 7400, 7510, 7520, 7810, 7910, and 7990 was approved effective Spring Semester 2003. (page 20).

#### **E. College of Education**

1. Revised Core Area F for the Bachelor of Science in Exercise Science (pages 21-22) - TABLED
2. Revised title, credit hours, course number, and description for KSPE 3020 (pages 23-28) Deactivate KSPE 3350 - TABLED
3. Revised title, and course description KSPE 4130 (pages 29-34) - TABLED
4. Revised title, course number, and description for KSPE 4210 (pages 35-39) Deactivate KSPE 4050 - TABLED
5. Revised senior curriculum for the Bachelor of Science in Exercise Science (pages 40-41) - TABLED
6. New course COOP 1000 (pages 42-45) - TABLED
7. Revised course description COOP 1101 (pages 46-47) - TABLED
8. Revised course description COOP 1102 (pages 48-49) - TABLED
9. Revised course description COOP 1103 (pages 50-51) - TABLED
10. Revised course description COOP 4990 (pages 52-53) - TABLED
11. New course COOP 5050 (pages 54-57) - TABLED

**F. Library Science**

1. New course, Library Science (MLIS) 7710, “Archival Theory and Issues, (ARCHIVAL THEORY AND ISSUES – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Fall Semester 2003 with the spelling of “prerequisite” and “corequisite” corrected in the description, and the description changed to read ...profession, including legal... . (pages 58-61).
2. New course, Library Science (MLIS) 7110, “Online Searching, (ONLINE SEARCHING – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Fall Semester 2003 with the spelling of “prerequisite” and “corequisite” corrected in the description, and the description changed to read ...7000. A introduction to... . (pages 62-65).
3. Revised admission requirements for the MLIS program was approved effective Fall Semester 2003. (pages 66-67).
4. New course, Library Science (MLIS) 7400, “Collection Development, (COLLECTION DEVELOPMENT – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Spring Semester 2004. (pages 78-80).

**G. Division of Social Work**

1. Revised MSW degree requirements approved effective Spring Semester 2004. (pages 68-69).
2. New course, Social Work (SOWK) 7880, “Social Work Practice in Forensics, (FORENSICS – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Spring Semester 2004 with the description changed to read ...techniques, and preparation... . (pages 70-77).

## Attachment 2

### **Report to Faculty Senate** Institutional Planning Committee November 12, 2003

Meeting was called to order at 3:35.

Present: Michael Noll, Fred Ware, Kurt Keppler, Ruth Salter, Marsha Krotseng, Bruce Caster, Linda Bennett Elder, Jerry Siegrist, Susan Wold.

The IPC met on Wednesday, November 12, in Room 1150 of Nevins Hall for their second meeting of the 2003-2004 school year. Minutes of the September were reviewed, and Fred Ware noted a change regarding goal eight of the strategic plan. Minutes were approved as amended. Kurt Keppler volunteered to follow up on determining the SGA representative for this year.

#### Reports

- Marsha Krotseng, Jerry Siegrist, and Ruth Salter reported on the most recent University Planning Advisory Council meeting.
- Jerry Siegrist reported on the November Faculty Senate Executive Committee.
- Michael Noll reported on the October Faculty Senate Committee meeting.

Mission Statement - Jerry Siegrist reported that the Mission Statement had been discussed at the Strategic Planning Retreat, and that several options were reviewed by the break-out groups. Visioning Statements and Core Values were also reviewed and narrowed down to a smaller number of each. A task force with IPC representation has been created to integrate the above into a brief mission statement. Fred Ware noted that reference to “global” education was important, and Jerry Siegrist noted that several staff members had encouraged the use of “community” to represent the entire university.

Revisions to Strategic Plan - Jerry Siegrist distributed the revised Strategic Plan with changes noted for IPC review. Michael Noll suggested that the indicated progress associated with action step number 13 of goal 8 be further refined. After some discussion it was agreed that he would submit an adjusted text to Jerry Siegrist to bring to the next UPAC meeting. Marsha Krotseng requested e-mail or written comments from anyone who felt strongly about the changes noted in red in the Strategic Plan posted to the website under Planning Retreat Report Recommendations, September 2003. Kurt Keppler and Linda Bennett Elder suggested that changes in the strategic plan should be given all possible coverage to both faculty and staff. It was suggested that a notice could be put on the planning home page that the new plan with changes is available. Ruth Salter suggested that the Planning Committee could send an email out asking for comments on the items in red by a certain date. The group also unanimously asked Jerry Siegrist to request comments from faculty senate members at the November meeting. It was further suggested that Rebecca Kimbrough of COSA be contacted to assist in getting a similar message out to staff

Master Plan - The October Master Plan report from Portman Associates was also distributed. Marsha Krotseng noted that the data in the report was very preliminary and is being further refined. An open meeting will be held on November 18 from 4:00 pm to 5:00 pm in the auditorium of the Biology-Chemistry Building. Ruth Salter suggested that Communication Arts web cast Portman’s presentation. Marsha Krotseng will investigate getting the presentation on the web.

Kurt Keppler gave the committee an update on new and renovated housing. Interviews of three competing firms should be completed by January 6<sup>th</sup>, and the project awarded shortly after. Projections are to start building in June and occupy by December.

Meeting was adjourned at 5:00 P.M.



### Attachment 3

**TO:** Faculty Senate  
**FROM:** Technology Committee  
John M Samaras, Chair  
**DATE:** November 20, 2003  
**RE:** Report of the Faculty Senate Technology Committee

The Technology Committee has met on two occasions, September 25 and October 23, since our last report to the Senate in September. At the September meeting we discussed the proposed FACFORUM listserv and one of the members, Ken Smith, agreed to develop a preliminary set of guidelines by the next committee meeting. Bill Moore, Systems Manager Odum Library, reported that the Acceptable Use Policy and security-related policies on the use of technology by VSU faculty, administrators, staff, and students are currently being assessed and revised in the light of recently enacted legislation. He asked the Technology Committee to review the proposed policies before they are submitted to the Senate. The committee agreed to do so at its October meeting.

At the October meeting the proposed guidelines for the FACFORUM listserv were discussed and revised slightly. However, due to the absence of a quorum, final action was postponed to the first meeting in the Spring semester. The proposed Information Technology Security Plan was reviewed and two issues arose from the discussion. The first of these issues regarded the definition of the word "intimidation" in reference to individuals being "free of intimidation, harassment, and unwarranted annoyance" in connection with the use of technology on campus. The other issue centered around a statement which asserts that each user who has access (i.e., a unique user-ID and private password) is personally responsible for the use of that id and password. Concern arose over the fact that some multi-user systems on campus (e.g., COE) are effectively open use systems. Who then is responsible for assuring that all users of that system have unique IDs and passwords and that they are secure from one another?

The committee had been previously charged with finding a moderator for the recently established Community Events listserv. The committee offers two individuals, to act as co-moderators, to the Senate for confirmation. They are Dr. Cynthia Tandy, Social Work, as secondary moderator, and Professor John Samaras, Mathematics and Computer Science, as the primary moderator.