



FACULTY SENATE

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Chairman
Ronald M. Zaccari

Vice Chairman
Louis Levy

Executive Secretary
David Boyd

Parliamentarian
Mike Meacham

Minutes of February 19, 2004

[{The list of members and visitors present is at the end of this document}](#)

The Valdosta State University Faculty Senate meeting convened at 3:40 p.m. in the Magnolia Room of the University Center.

R. Zaccari discussed the issues surrounding the Master Plan process including the projected increase in enrollment, which is a conservative 4% increase each year. Currently VSU's enrollment is increasing at 6.5% per year. Due to the potential influx of students, the evaluation of VSU facilities is necessary.

R. Zaccari mentioned that Mr. Dan McGee has been hired by the Federal Government to handle the transportation needs of the Valdosta area as we transition into a metropolitan area. Information has been provided to Mr. McGee concerning the flow of traffic on Oak Street between Brookwood and Georgia Avenue. Mr. McGee is also analyzing the need for public transportation for senior citizens as well as VSU students. Additionally, the possibility of direct access from I-75 to VSU via Baytree is being reviewed by Mr. McGee.

R. Zaccari informed everyone that a new housing facility for VSU students would be online in January 2005. The students from Lowndes Hall will be moved into the new facility allowing the renovation of Lowndes Hall to begin. The renovation of Patterson Hall will begin upon the completion of Lowndes Hall. Revenues from grants and leases will cover the estimated \$32 million cost for the new construction as well as the renovation of Lowndes and Patterson Halls. He also mentioned that a corporation has purchased land near Parker Mathis School and will build a 1500 bed facility directed to the students of VSU.

R. Zaccari welcomed Mr. Scott Sikes, Vice President for University Advancement, to Valdosta State University.

Carnegie classification and tenure/promotion guidelines were two key issues that were mentioned recently during R. Zaccari's open house for faculty and staff. R. Zaccari explained that there is an automatic change in Carnegie classification when the offerings of a comprehensive university are expanded by the addition of more graduate programs and the numbers of graduates increase. Moving up in the Carnegie classification means we are offering the students at VSU a wider range of programs. There is no intention of changing VSU to a research university. He also noted there have been no changes in the faculty and tenure promotion guidelines. R. Zaccari indicated that L. Levy, Vice President for Academic Affairs, and S. Gravett, Assistant Vice President for Academic Affairs, will be working with the Deans and Department Heads to review the faculty evaluation process.

R. Zaccari turned the meeting over to D. Boyd. D. Boyd read the list of proxies. B. Hull was added to the list as a proxy for B. Johnston. D. Boyd mentioned that S. Sikes will serve as an Ex-Officio

Senator on the Faculty Senate. Additionally, he welcomed Dean Anita Hufft, College of Nursing, as an Ex-Officio Senator.

2. Approval of the minutes of the November 20, 2003, meeting of the Faculty Senate. The minutes were approved.

3. New business

- a. Report from the Academic Committee – Louis Levy - **The minutes of the October 13, 2003 Academic Committee were approved.** ([Attachment #1](#))
- b. Report from the Committee on Committees – Lyle Indergaard –
 1. The College of Education, College of Arts and Sciences, College of the Arts and the College of Business held elections recently to elect a total of 18 faculty to a three-year term (2004-2007).
 2. The Committee on Committees has requested that the Chairs of all Standing Committees submit the Annual Reports of these committees from the last five years. The Committee on Committees has been charged by the Executive Committee with reviewing the activities of these committees.
 3. Lyle Indergaard will be away from VSU for six weeks starting March 1. Mike Meacham, Chair-elect, will chair the Committee on Committees during this time.
- c. Report from the Institutional Planning Committee – Michael Noll reported on behalf of Jerry Siegrist. ([Attachment #2](#))
- d. Report from the Faculty Affairs Committee – Shirley Andrews – The Committee continues to meet on regular basis and is currently working on four issues, one is as follows:
 1. **Statement Concerning Return of Student Evaluations**

The Faculty Affairs Committee reaffirms the importance of the timely return of student evaluation data, including both a statistical summary of the Scantron items and copy or transcription of the written comments, to teaching faculty.

The Committee strongly recommends that student evaluations be returned to faculty before the next semester's midterms.

The Statement concerning the return of Student Evaluations was approved as submitted by the Faculty Affairs Committee.

D. Boyd mentioned there has been discussion with the Office of Institutional Research and Policy Analysis regarding the possibility of using electronic rather than paper evaluations for administrative evaluations.
- e. Report from the Faculty Grievance Committee – Carl Hand – No report.
- f. Report from the Senate Executive Secretary -- David Boyd
 1. (04-009) A request to consider developing a policy regarding faculty and staff selling desk copies of books or other complimentary course materials was remanded to the Educational Policies Committee
 2. Each standing committee has been requested to begin discussion regarding the impact that the projected increase in student enrollment (60% increase over the next 10 years) will have on each committee's respective areas.

3. Report from Lynn Bell on the AAUP Shared Governance Conference.

L. Bell reported the Annual AAUP Shared Governance Conference was held in Indianapolis during October, 2003 and was co-sponsored by the NCAA (National Collegiate Athletic Association). NCAA President Myles Brand made the opening address and stated that athletics at the college level needs to be considered for reform. Faculty involvement should increase and academics should be stressed. The importance of the position of Faculty Athletic Representative on college/university campuses was mentioned. The individual in this position should be a person with considerable stature among faculty and who is independent of the Athletic Department. L. Bell has forwarded the information regarding the representative to C. Ballard, who is a member of the VSU Athletic Committee. Additionally, it was noted that Women's athletics needs to be represented on the Athletic Committee as well. Another concern expressed at the conference was the dwindling number of full-time tenured faculty and the increase in contingent faculty use. It was also noted that Central Arkansas has formed an AAUP/ Faculty Senate joint committee to facilitate shared governance concerns and also strengthen due process.

4. Report from Jim Black regarding the Division of Business and Finance

J. Black reported on the progress of the Division of Business and Finance over the past fifteen months. He mentioned a couple of key issues including campus clock options, which are continuing to be explored and the pre-tax parking fee payroll deduction, which may be in place at the beginning of the next academic year. He reminded that Faculty Senate that 1½ years ago he stated that as interim Vice President he would broaden leadership responsibilities and the responses of the division, solidify and clarify the mission and the image of the division and that in all matters financial he would respect the needs and wants (of each individual) as representatives of the academy and as the key element in the core mission. A Business and Finance Creativity Task Force was established and members of the group designed a two day workshop for directors in the division. On November 17, 2003, Dr. David McFarland, a nationally known consultant, was on campus and met with 52 supervisors within the Division of Business and Finance. B. Murphy, Training and Development, was tasked to come up with a series of training opportunities of which each one would reflect one key element necessary to the successful management and leadership within individual departments. Early this year the managers within Business and Finance adopted a statement of core values, mission and vision. These statements may be viewed on the Business and Finance website. He noted the employees within the division requested permission to come up with a code of conduct for themselves. Within the next month the code of conduct will be completed and adopted. Each current employee has completed the Partners for Campus Excellence program. Additionally, every new employee will be required to complete the program. J. Black informed the Faculty Senate that he has personally interviewed every new employee that has come into the division, as well as employees that have been promoted. Recently the managers of the division were presented with a report from Five Star Customer Service Strategies. The firm, at the request of J. Black, made "cold calls" to each department within the Division of Business and Finance requesting assistance or inquiring about various issues and compiled a report based on their findings. As a result of the findings, all forms within the entire division were examined and old forms will be updated accordingly. It is the

responsibility of the division to see that the campus is safe and that the environment is healthy. Therefore, it has been proposed that through the reorganization of an existing office and the transfer of an existing employee that an office dedicated to the safety and security of the VSU campus be established.

4. General Discussion

- C. Brague informed the Faculty Senate that the Nominating Committee is currently accepting nominations for the position of Executive Secretary of the Faculty Senate. The nominations will be presented at the March Faculty Senate meeting. There are also positions available on the Committee on Committees (College of the Arts and College of Education).
- M. Stoltzfus, on behalf of several VSU faculty/staff members, requested that D. Boyd remand the issue of incorporating a sexual orientation clause into VSU's Non-Discrimination Policy to the Minority and Diversity Affairs Committee.
- L. Bell, faculty member on the Substance Abuse Task Force, informed the Faculty Senate that a recommendation has been submitted to K. Keppler, Vice President for Student Affairs, regarding Greek recruitment. The recommendation is as follows:

The Substance Abuse Task Force recommends that Valdosta State University institute a process leading to a system of deferred recruitment for Greek letter social organizations. We recommend that Greek recruitment be deferred at least until the second semester of a student's first year at VSU and preferably to the beginning of the second year. We also recommend that deferred recruitment for Greek letter organizations be implemented in the context of a comprehensive program of initiatives and interventions that address the problems of alcohol and drug abuse among college students in general and the deep and resistant culture of alcohol abuse among Greeks in particular.

- P. Fadil inquired as to what the interim policy would be regarding book buy-back until the new policy is put in place. L. Levy will contact the University Attorney regarding this issue.
5. Adjournment - The meeting adjourned at 5:02 p.m.

(Attachment #1)

VALDOSTA STATE UNIVERSITY

ACADEMIC COMMITTEE MINUTES

October 13, 2003

The Academic Committee of the Valdosta State University Faculty Senate met in the Dogwood Room on Monday, October 13, 2003. Dr. Louis L. Levy, Vice President for Academic Affairs, presided.

Members Present: Dr. Michael Eaves, Dr. Matthew Richard, Dr. Ralph Allen, Dr. Clemente Hudson, Dr. James P. Humphrey (proxy for Dr. Lynn Bell), Dr. Elaine Yontz, Mr. James Hornsby, Dr. Carl Cates, Dr. Kathe Lowney (proxy for Dr. Frank Flaherty), Dr. Kathe Lowney, Dr. Bruce Caster, Dr. Chuck Walsh, Dr. James P. Humphrey, and Dr. Dianne Holliman.

Members Absent: Dr. Donald Seat, Dr. Stan Andrews, Dr. Sandra Inman, and Mr. Steven Scheuler.

Visitors Present: Dr. Linda Calendrillo, Dr. David Bechler, Mr. Chuck Hudson, Dr. Doug Farwell, Dr. Brian Adler, Dr. Sheri Gravett, Dr. Pat Miller, Dr. John Gaston, and Mr. Lee Bradley.

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

A. College of Arts and Sciences

1. New degree proposal for the Masters of Science with a major in Biology was TABLED. (pages 3-74).

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

1. New Institutional Cross-Training Certificate Program for Journalism/Mass Media students was approved effective Spring Semester 2004. (pages 75-77).

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

1. New course, Perspective (PERS) 2490, "History & Use of Medicinal Plants", (HIST & USE OF MEDICINAL PLANTS – 2 credit hours, 2 lecture hours, 0 lab hours, and 2 contact hours), was approved effective Fall Semester 2004. (pages 78-83).

D. College of the Arts

1. Required GPA for the Speech Communication and Mass Media majors was approved effective Fall Semester 2003 with the third line changed to read ...a student's overall GPA falls..., the fifth line changed to read ...2.25. If the GPA remains, the second paragraph changed to read ...Media must have a GPA of at least..., the third line changed to read ...must maintain an overall 2.25 GPA... and in the third paragraph the word "cumulative" changed to "overall". (page 84).
2. Revised senior curriculum for the BM in Music Performance – Performance Track C: Voice was approved effective Fall Semester 2003. (pages 85-86).

E. College of Education

1. Deactivation of CIED 7430 was noted effective Fall Semester 2003. (page 87)

Respectfully submitted,
Gerald B. Wright, Registrar

(Attachment #2)

Report to Faculty Senate
Institutional Planning Committee
February 11, 2004

Present: Ruth Salter, Bruce Caster, Blake Pearce, Russ Hoff, Jeff Grant and Michael Noll.

Meeting was called to order at 3:35 P.M.

The IPC met for the third time in the academic year 2003-2004. Minutes of the November 12 meeting were briefly revisited to recall the major discussions points, before the committee focused on VSU's "Pocket Mission Statement." This statement was submitted by Bruce Caster for the Task Force. The mission statement was briefly discussed by the IPC and was approved in its current version. It was then decided to share the statement with the faculty (via faculty serve list), with the VSU community in general (via a VSU website, possibly administered by Marsha Krotseng's office), with COSA (via Jeff Grant), and with the SGA (via Jason Lewis) for further input.

While the mission statement in its current form is being circulated within the VSU community, we ask that any desired changes or additions to the current version will either be made known at the Faculty Senate Meeting in March, or that said parties voice their support of the current statement. Once the full senate has discussed the statement, it is anticipated that it will be either approved or perhaps sent back to the Task Force.

At the meeting it was also mentioned that the IPC needs a new student representative since Jim Marth is no longer with VSU. Moreover, future meetings of the IPC will be scheduled in such a fashion as to minimize conflicts with teaching schedules, etc.

Meeting was adjourned at 4:05 P.M.

Respectfully submitted,
Michael G. Noll, Chair-Elect

Members and Visitors present:

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)
S. Sikes	J. Gaston
L. Calendrillo	P. Gunter (absent)
*K. Stanley	A. Hufft
*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 (absent)	C. Meyers (absent)	C. Whiting
J. Samaras	C. Barnbaum	W. Huang	*C. James
K. Lowney	*G. Macheski	M. Noll	E. Pugh
J. Whitehead	M. Williams		

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	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
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Proxies:

Mike Savoie for Frank Barnas
Kathleen Lowney for Ginger Macheski
Paul Fadil for Allan Reddy
Ralph Allen for Ken Stanley
Leisa Marshall for Fred Ware
Lynn Bell for Christine James
Kerry Hinkle for Ernestine Clark
Michael Noll for Jerry Siegrist
Bob Hull for Bob Johnston

Student Government Association (non-voting)

President of the SGA: Jason Lewis (absent)

Visitors:

Russell Mast, Student Affairs/Dean of Students

Chuck Hudson, Registrar

Honey Coppage, Academic Affairs

Nolan Argyle, Coordinator of the Master of Public Administration Program/Dean of Faculty, King's Bay

Kristen Newcomb, Spectator

Marsha Krotseng, Office of Planning

Walter Peacock, Admissions