



FACULTY SENATE

Est. 1991

Chairman
Ronald M. Zaccari

Vice Chairman
Louis Levy

Executive Secretary
David Boyd

Parliamentarian
Mike Meacham

Minutes of April 15, 2004

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

The Valdosta State University Faculty Senate meeting convened at 3:37 p.m. in the Magnolia Room of the University Center.

L. Levy presided over the Faculty Senate meeting on behalf of R. Zaccari, who was attending meetings at the Board of Regents office in Atlanta, Ga. L. Levy informed the Senate that Education may be subject to budget cuts during FY 05. It appears a salary increase of 2%, with a cap of \$1,600, may become effective in January, 2005. If so, raises will be based solely on merit. L. Levy is unable at this time to release any information regarding tuition increases since the Legislature may be called back into session. L. Levy mentioned a new feature on the University System of Georgia website in the upper right corner identified as Degrees and Majors. This feature allows individuals to view degrees and majors for each college and university within the University System of Georgia by selecting a college or university from the drop down menu.

L. Levy turned the meeting over to D. Boyd. D. Boyd read the list of proxies.

2. Approval of the [minutes of the March 18, 2004](#) , meeting of the Faculty Senate.

The minutes were approved.

3. New business

a. Report from the Academic Committee – Louis Levy

1. Minutes of the February 16, 2004 Academic Committee meeting ([Attachment #1](#))

The minutes were approved.

2. Report on the Program Review Process

L. Levy provided an update on the program review process. He indicated the system office has suspended mandatory program review. However, VSU's program reviews are associated with accreditation; therefore, VSU will continue the process of program review and L. Levy will look to the Academic Committee to review the reports received from the various programs.

b. Report from the Committee on Committees – Lyle Indergaard ([Attachment #2](#))

Please review Attachment #2 for the results of the vote.

c. Report from the Institutional Planning Committee – Michael Noll for Jerry Siegrist ([Attachment #3](#))

d. Report from the Faculty Affairs Committee – Shirley Andrews

1. **International Academics Recommendation** ([Attachment #4](#))

The motion carried.

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

f. Report from the Senate Executive Secretary – David Boyd

1. **Senate Calendar for 2004-2005** presented by Mike Meacham, Executive Secretary Designate ([Attachment #5](#))

There were two dates changed in the proposed calendar. The March 2005 Executive Committee meeting will be held on March 3 and the March 2005 Faculty Senate meeting will be held on March 17. The calendar was approved as amended. {A copy of the approved calendar including changes is shown in these minutes as Attachment #5.}

2. **2005-2006 Academic Calendar** presented by the Academic Scheduling and Procedures Committee – Sue Worth ([Attachment #6](#)) – M. Williams, on behalf of S. Worth, presented the 2005-2006 Academic Calendar to the Senate for approval. K. Stanley presented an amended calendar for review by the Senate. After much discussion a motion was made to accept the amended portion of the calendar (Fall 2005) as presented by K. Stanley. The motion passed by a vote of 35-22. A motion was made to accept the entire calendar as a whole (which includes the amended portion). The motion carried. {A copy of the entire approved FY06 Academic Calendar is shown in these minutes as Attachment #6.}

3. **A proposal for a Faculty Forum listserv** presented by the Technology Committee – John Samaras ([Attachment #7](#))

The Senate voted to accept the proposal. Anyone interested in moderating the listserv may contact J. Samaras.

4. (Item #04-011) **Recommendation from the Minority and Diversity Affairs Committee to include sexual orientation in the non-discriminatory clause of VSU's Equal Opportunity Statement** – James LaPlant. ([Attachment #8](#))

After a lengthy discussion, the proposed modification to the VSU Equal Opportunity Statement was approved by a voice vote.

5. Report from the *ad hoc* Committee on Commencement – Robert Hull ([Attachment #9](#))

6. Annual reports from standing committees

a. Academic Honors Committee – Michael Stoltzfus ([Attachment #10](#))

b. Athletics Committee – Chris Meyers ([Attachment #11](#))

c. Educational Policies Committee – Michael Schmidt ([Attachment #12](#))

d. Environmental Issues Committee – Cameron Whiting ([Attachment #13](#))

e. Minority & Diversity Affairs Committee – James LaPlant ([Attachment #14](#))

4. General Discussion

There were no general discussion items presented to the Senate.

5. Adjournment – The meeting adjourned at 5:52 p.m.

(Attachment #1)

VALDOSTA STATE UNIVERSITY
ACADEMIC COMMITTEE MINUTES
February 16, 2004

The Academic Committee of the Valdosta State University Faculty Senate met in the Magnolia Room on Monday, February 16, 2004. Dr. Louis L. Levy, Vice President for Academic Affairs, presided.

Members Present: Dr. Michael Eaves, Dr. Don Seat (proxy for Dr. Ralph Allen), Dr. Clemente Hudson, Dr. Lynn Bell, Dr. Elaine Yontz, Mr. James Hornsby, Dr. Carl Cates, Dr. Frank Flaherty, Dr. Frank Flaherty (proxy for Dr. Kathe Lowney), Dr. Donald Seat, Dr. Bruce Caster, Dr. Charles Walsh, Dr. Stan Andrews, and Dr. James P. Humphrey.

Members Absent: Dr. Matthew Richard, Dr. Ralph Allen, Dr. Kathe Lowney, Dr. Sandra Inman, Mr. Steven Scheuler, and Dr. Dianne Holliman.

Visitors Present: Dr. LaGary Carter, Dr. Tayloe Harding, Dr. Brian Adler, Dr. John Gaston, Dr. Ellen Wiley, Dr. Linda Calendrillo, Dr. Hemming Atterbom, Dr. Philip Gunter, Dr. Andrew Brovey, Dr. Ken Stanley, and Mr. Lee Bradley.

The Minutes of the November 10, 2003, Academic Committee meeting were approved.

1. **College of Arts and Sciences**

1. New course, Biology (BIOL) 7900, "Graduate Seminar", (GRADUATE SEMINAR – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Fall Semester 2004 with course description changed to read ...biology. Discussion and reports... . (pages 5-7).
2. New course, Biology (BIOL) 7000, "Introduction to Research", (Introduction to Research – 1 credit hour, 0 lecture hours, 2 lab hours, and 2 contact hours), was approved effective Fall Semester 2004 with course description changed to read ...biology. An introduction... . (pages 8-10).
3. New course, Biology (BIOL) 8999, "Thesis", (THESIS – 1 – 6 credit hours, 0 lecture hours, 3 – 18 lab hours, and 3 – 18 contact hours), was approved effective Fall Semester 2004. (pages 11-12).

2. **College of Business**

1. Revised course number, Finance (FIN) 4760, "Financial Institution Management", (FINANCIAL INSTITUTION MANAGMNT – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Fall Semester 2004. (pages 13-14). De-activation of FIN 3760.
2. Revised course description, Finance (FIN) 4900, "Current Issues in Finance", (CURRENT ISSUES IN FINANCE – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Fall Semester 2004. (pages 15-16).
3. Revised course description, Finance (FIN) 4310, "Problems in Financial Management", (PROBLEMS FINANCIAL MANAGEMENT – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Fall Semester 2004. (pages 17-18).
4. Revised course description, Finance (FIN) 4520, "Investments", (INVESTMENTS – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Fall Semester 2004. (pages 19-20).
5. Revised course description, Finance (FIN) 4760, "Financial Institution Management", (FINANCIAL INSTITUTION MANAGMNT – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Fall Semester 2004. (pages 21-22).
6. Revised admission GPA requirement for the College of Business was approved effective Fall Semester 2004. (pages 23-24).

3. **College of the Arts**

1. New course, Perspective (PERS) 2390, "Music in Film", (MUSIC IN FILM – 2 credit hours, 2 lecture hours, 0 lab hours, and 2 contact hours), was approved effective Summer Semester 2004 with "presents" change to "presented" in the first line of course description. (pages 25-32).
2. Revised Core Area B was approved effective Summer Semester 2004. (pages 33-34)

3. New course, Interior Design (ARID) 4310, “Advanced Graphics and Creative Techniques”, (ADVANCED GRAPHICS – 3 credit hours, 0 lecture hours, 6 lab hours, and 6 contact hours), was approved effective Fall Semester 2004. (pages 35-38).
4. Revised senior curriculum for the BFA in Interior Design was approved effective Summer Semester 2004. (pages 39 – 40).
5. A new track for the BFA in Theatre – Musical Theatre was approved effective Fall Semester 2004. (pages 41-42).
6. New course, Theatre Arts (THEA) 3020, “Theatre Voice”, (THEATRE VOICE – 1 credit hour, 0 lecture hours, 1 lab hour, and 1 contact hour), was approved effective Fall Semester 2004 with the description changed to read ...Private instruction... (pages 43-44).
7. New course, Theatre Arts (THEA) 4960, “Internship in Musical Theatre”, (INTERNSHIP MUSICAL THEATRE – 3 credit hours, 0 lecture hours, 6 lab hours, and 6 contact hours), was approved effective Fall Semester 2004. (pages 45-46).
8. New course, Theatre Arts (THEA) 3500, “African-American Theatre”, (AFRICAN-AMERICAN THEATRE – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Fall Semester 2004. (pages 47-48).
9. New course, Theatre Arts (THEA) 4730, “Advanced Makeup Techniques”, (ADVANCED MAKEUP TECHNIQUES – 2 credit hours, 1 lecture hour, 2 lab hours, and 3 contact hours), was approved effective Fall Semester 2004. (pages 49-50).
10. New course, Theatre Arts (THEA) 3730, “Theatre Management Practicum”, (THEATRE MANGEMENT PRACTICUM – 1 credit hour, 0 lecture hours, 1 lab hour, and 1 contact hour), was approved effective Fall Semester 2004. (pages 51-52).
11. Revised senior curriculum for the BFA in Speech Communication emphasis areas – Public Relations and Organizational Communication was approved effective Fall Semester 2004. (page 53).
12. Deactivation of MDIA 3250, 4330, and 4550 was noted effective Summer Semester 2004. (page 54).
13. Revised catalog copy for the BFA in Mass Media and revised senior curriculum – Television Emphasis was changed to Video Emphasis effective Fall Semester 2004. (page 55).

4. College of Education

1. Deactivation of the EDS-IT Initial Certification as a School Library Media Specialist Program was noted effective Fall Semester 2004. (page 56).
2. Revised course title, Instructional Technology (ITED) 7303, “Advanced Instructional Design”, (ADVANCED INSTRUCTIONAL DESIGN – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Summer Semester 2004 with the effective term changed from Spring to Summer. (pages 57-58).
3. Revised course title, and prerequisites, Instructional Technology (ITED) 7301, “Systematic Design of Instruction”, (SYSTEMATIC DESIGN OF INSTRUCI – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Summer Semester 2004 with the effective term changed from Spring to Summer. (pages 59-60).
4. Revised course title, description, and prerequisites, Instructional Technology (ITED) 7300, “Instructional Design and Production”, (INSTRUCT DESIGN & PRODUCTION – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Summer Semester 2004 with the effective term changed from Spring to Summer. (pages 61-62).
5. Revised course grading mode, Instructional Technology (ITED) 8970, “Research Seminar”, effective Summer Semester 2004 was TABLED (pages 63-64).
6. Revised curriculum for the EDD in Curriculum and Instruction was approved effective Summer Semester 2004. (pages 65-66).
7. Revised course lab and lecture hours, Kinesiology/Physical Education (KSPE) 1250, “Scuba Diving”, (SCUBA DIVING – 1 credit hour, 1 lecture hour, 1 lab hour, and 2 contact hours), was approved effective Summer Semester 2004. (pages 67-68).

8. Revised degree name for the Bachelor of Science in Exercise Science to a Bachelor of Science in Exercise Physiology was approved effective Summer Semester 2004. (pages 69-70) This required BOR approval.
9. Deactivation of KSPE 1000, 1160, 1180, 1190, 1200, 1330, 1360, and 1370 was approved effective Summer Semester 2004. (page 71).

5. **College of Nursing**

1. New course, Nursing (NURS) 4091K, "Acute Care Nursing Clinical Internship", (ACUTE CARE NURS CLIN INTERNSHP – 3 credit hours, 0 lecture hours, 9 lab hours, and 9 contact hours), was approved effective Summer Semester 2004 with the description changed to read ...3211. Concentrated interaction... and ...conduct of a quality... . (pages 72-75).

Respectfully submitted,

Charles L. Hudson

Acting Registrar

(Attachment #2)

SENSE OF THE SENATE

The Committee on Committees asks the sense of the Faculty Senate on the following questions:

Occasionally, colleagues holding General Faculty seats on the Academic Committee and Faculty Affairs Committee are elected to the Faculty Senate.

Should these colleagues retain their General Faculty seat and be assigned to another committee by the Committee on Committees?

There are three possible answers to this question: **(VOTE RESULTS ARE INDICATED IN RED.)**

YES (22) - These colleagues have been duly elected by their unit to a General Faculty seat on these committees and to the Faculty Senate. The Statutes do not forbid this and it is commendable that a colleague would be willing to serve on more than one committee.

NO (28) - The committees of the Faculty Senate should have the broadest possible faculty representation.

This is not possible if these colleagues are given an additional committee assignment and creates a certain ambiguity between the roles of Faculty Senators and General Faculty.

STATUS QUO (10) - The Committee on Committees accepts the results of the electing units and deals with these assignments on a case by case basis.

If the majority of the Senate votes **NO or STATUS QUO** on the first question, the Committee on Committees asks for the sense of the Senate on a second question:

Should the colleges and divisions be advised by the Committee on Committees before elections that colleagues in General Faculty seats on the Academic Committee and Faculty Affairs Committee should not run for the Senate?

YES (34) - The electing units could still vote as they wish, but need to be advised of the problems of this situation. An additional committee assignment goes against the concept of broad representation. On the other hand, if a Senator-elect remains in a General Faculty seat without another committee assignment, term problems inevitably occur when the General Faculty term, but not the Senate term, is over.

NO (16) - no change

Respectfully submitted,

Lyle Indergaard, Chair, Committee on Committees

REPORT OF THE COMMITTEE ON COMMITTEES
FACULTY SENATE MEETING
April 15, 2004

1. The Committee on Committees approves the nomination of David Boyd to revise the Faculty Handbook.
2. The College of the Arts and College of Nursing have held elections for General Faculty seats of Statutory Committees. The College of Education and College of Arts and Sciences will hold their elections at the beginning of next term. We have no report from Odum/Social Work and the College of Business on their elections.
3. Committee Request Forms are in and we will begin making committee assignments at the end of this term.
4. Grievance Committee ballots are due today, April 15, and the results will be announced shortly.
5. We will begin reviewing standing committee reports at the end of this term.
6. The committee asks the sense of the Senate on the following questions:

(Attachment #3)

Report to Faculty Senate
Institutional Planning Committee
April 12, 2004

Present: Bruce Caster, Jeff Grant, Russel Hoff, Kurt Keppler, Marsha Krotseng, Michael Noll, Blake Pearce, Ruth Salter, Fred Ware, and Susan Wold.

Meeting was called to order at 9:05 A.M.

The IPC met for the fifth and last time in the academic year 2003-2004. Michael Noll reported on the meeting of the Executive Committee (April 1), Fred Ware reported on the meeting of the Faculty Senate (March 18), and Marsha Krotseng on the progress being made by the University Planning Advisory Council (UPAC).

The remainder of the meeting focused on the impact of the approval of the “Concise Mission Statement” by the Faculty Senate and on ways to disseminate the mission statement within the VSU community. In particular, two points were discussed:

1) The IPC again encourages the VSU community (students, faculty & staff) to share any concerns and ideas regarding the current “Concise Mission Statement” so that these comments can be considered for future revisions (e.g., VSU’s role in improving the quality of life in the region as suggested by Lynn Bell).

2) The IPC suggests that the following methods be considered for disseminating the “Concise Mission Statement” within the VSU community. Many of these methods would create minimal if any additional production costs:

- Graduate and Undergraduate Catalogs (Inside Cover / Front or Back Page)
- Fall Fact Sheets
- Reference Guides
- Orientation Packages for Incoming Students
- Student Resource Guides
- VSU Website(s)
- Graduation Programs
- Course Syllabi (at the instructor’s discretion)
- Spectator Supplement

It should again be noted that the “Concise Mission Statement” is NOT replacing VSU’s Mission Statement but rather resembles a concise version of the latter. Thus, any publication of the Concise Mission Statement needs to make mention of the extended version.

Meeting was adjourned at 9:55 A.M.

Respectfully submitted,
Michael G. Noll, Chair-Elect.

(Attachment #4)

**Faculty Affairs Committee
International Academics Recommendation
April 15, 2004**

The Faculty Affairs Committee recommends that LaVerne Gaskins draft a statement that includes the available resources for all university personnel seeking legal assistance concerning immigration matters. The committee further recommends that this information be provided in the packet distributed by Human Resources to new international faculty.

Approved by the Faculty Affairs Committee: March 15, 2004

(Attachment #5)

2004-2005 Calendar	September	October	November		February	March	April		May
Written Committee Reports	19-Aug-04	23-Sep-04	21-Oct-04		20-Jan-05	17-Feb-05	24-Mar-05		21-Apr-05
Agenda Items Due	19-Aug-04	23-Sep-04	21-Oct-04		20-Jan-05	17-Feb-05	24-Mar-05		21-Apr-05
Agenda to Executive Committee	26-Aug-04	30-Sep-04	28-Oct-04		27-Jan-05	24-Feb-05	31-Mar-05		28-Apr-05
Executive Committee meeting	02-Sep-04	07-Oct-04	04-Nov-04		03-Feb-05	03-Mar-05	07-Apr-05		05-May-05
Agenda packet to Senators	09-Sep-04	14-Oct-04	11-Nov-04		10-Feb-05	10-Mar-05	14-Apr-05		12-May-05
Faculty Senate Meeting	16-Sep-04	21-Oct-04	18-Nov-04		17-Feb-05	17-Mar-05	21-Apr-05		19-May-05
Items to President for approval	23-Sep-04	28-Oct-04	25-Nov-04		24-Feb-05	24-Mar-05	28-Apr-05		26-May-05
Minutes Distributed & to Library	30-Sep-04	04-Nov-04	02-Dec-04		03-Mar-05	31-Mar-05	05-May-05		02-Jun-05
Minutes to Chancellor	30-Sep-04	04-Nov-04	02-Dec-04		03-Mar-05	31-Mar-05	05-May-05		02-Jun-05
Nominating Committee proposed		18-Nov-04							
Annual Faculty Senate Report		01-Jul-05							
Minutes & Recordings to Library		31-Jul-05							

(Attachment #6)

Academic Year 2005-06 Calendar

Fall 2005

Friday, Aug. 12th - Registration

Monday, Aug. 15th – First Class Day

Monday, Sept. 5th – Labor Day holiday

Monday, Oct. 17th – Fall break day 1

Tuesday, Oct. 18th – Fall break day 2

Wed., Nov. 23rd-Fri., Nov. 25th – Thanksgiving holidays (students)

Monday, December 5th – Last Class Day

Tuesday, December 6th – Exam Prep Day

Wed-Fri. Dec. 7-9th – Final Exams

Sat., Dec. 10th – Graduation

Spring 2006

Friday, Jan. 6th - Registration

Monday, Jan. 9th – First Class Day

Monday, Jan. 16th – MLK holiday

Thursday, March 2nd – Midterm

Monday, March 13-Friday, March 17 – Spring Holidays (This gives students 9 weeks of school before and 6 weeks of school after)

Monday, May 1st – Last Class Day

Tuesday, May 2nd – Exam prep day

Wed. – Fri., May 3rd -5th – Final exams

Saturday, May 6th – Graduation day

Summer 2006

Maymester

Monday, May 8th – Registration

Tuesday, May 9th – First Class Day

Monday, May 29th – Memorial day holiday

Tuesday, May 30th – Last Class Day

Wed., May 31st - Exam

Session II, III and IV

Thurs. and Fri., June 1st and 2nd – Registration Session II and III

Monday, June 5th – First Class Day Session II and III

Monday, June 26th - Last Class Day

Tuesday, June 27th – Exam Session III

Wed., June 28th – Registration Session IV

Thursday, June 29th – First Class Day Session IV

Monday, July 3rd – Holiday b/c 4th is on Tuesday

Tuesday, July 4th - Holiday

Wed., July 5th – Classes Resume

Monday, July 24^h – Last Class Day Session II and IV

Tuesday, July 25th – Exam Session IV

Wed-Fri., July 26th – 28th – Exams Session II

Saturday, July 29th – Graduation

Valdosta State University FACFORUM Listserv Policy

PURPOSE

FACFORUM is a private, unmoderated listserv for faculty at Valdosta State University. The purpose of this list is to provide a forum for faculty discussion going beyond the informational notices appropriate to VSUFAC. In the interest of providing for the widest possible discussion, there are no restrictions on content. In general, however, it is expected that topics will focus on issues and events relevant to the campus community. This is a voluntary listserv and participants may opt in upon the creation of their VSU email accounts or when invitations are extended during the year.

MODERATOR

A moderator shall, subsequent to any or all postings, serve to:

1. Verify faculty status; and
2. Enforce the FACFORUM policy as to subscription and compliance of the guidelines stated herein.
3. All postings by list members are automatic. The moderator is not responsible for discussion content of the listserv.

GUIDELINES

All subscribers are expected to adhere to the following general policies which are incorporated by reference into the FACFORUM Listserv Policy:

Peachnet Policy

www.usg.edu/peachnet/about/acceptable.html

Valdosta State University Guidelines For Use of Computing Facilities (www.valdosta.edu/vsu/guiucfv.shtml)

Valdosta State University Mailing List Guidelines

<http://www.valdosta.edu/listproc/howtopost.shtml>

In addition the following guidelines apply to the use of the FACFORUM listserv in particular.

1. All subscribers and individuals seeking to post information shall be faculty of Valdosta State University. Subscriptions and postings to the FACFORUM listserv will be accepted only from valdosta.edu email addresses
2. Subscribers are expected to be civil to one another.
3. The use of System materials, supplies, and computer equipment in political campaigns is prohibited.
4. Unsolicited advertising via email is prohibited.
5. Sending "chain letter," "spam" or "broadcast" messages to lists or individuals, and other types of use which would cause network congestion or otherwise interfere with the work of others is prohibited.
6. Commercial postings are prohibited.
7. Attachments are not allowed because they may be taxing on resources and viruses may accompany an attachment.
8. Use of the facilities for illegal purposes is prohibited. Use of the facilities by unauthorized persons is theft and is illegal under existing law. Examples of illegal purposes include: copyright violations, exchanging stolen credit card numbers through bulletin boards and email systems, transmitting pornographic material, defamation, harassment.

9. Any communication or posting which violates applicable federal laws, state laws and regulations is prohibited.

IMPOSITION OF SANCTIONS

1. Valdosta State University may impose sanctions and punishments on individuals who violate the policies of the University regarding computer and network usage.
2. Persons in violation of this policy are subject to a range of sanctions, including, but not limited to, the loss of computer or network access privileges, restriction from posting for a period of time as determined by the egregiousness, dismissal from the University, and/or legal action. Some violations may constitute criminal offenses, as outlined in the Georgia Computer Systems Protection Act and other local, state, and federal laws. The University will carry out its responsibility to report such violations to the appropriate authorities.

DISCLAIMER

Postings to the FACFORUM listserv will automatically be stamped with the following disclaimer: The views and opinions of the author(s) expressed herein do not necessarily state or reflect those of Valdosta State University.

ALTERNATE MEDIA

Alternate media can be considered for posting your announcement, event, or issue, including but not limited to:

Valdosta Daily Times
<http://www.valdostadailytimes.com/>

The Spectator
<http://www.valdosta.edu/spectator/>

ValdostaInsider.com
<http://www.valdostainsider.com>

VSU-TV Community Bulletin Board
<http://vsutv.valdosta.edu>

Yahoo Groups (create your own mailing list)
<http://groups.yahoo.com>

(Attachment #8)

(Item #04-011) Recommendation from the Minority and Diversity Affairs Committee to include sexual orientation in the non-discriminatory clause of VSU's Equal Opportunity Statement.

Current statement:

Equal Opportunity Statement

Valdosta State University is an equal opportunity educational institution. It is not the intent of the institution to discriminate against any applicant for admission or any student or employee of the institution based on the sex, race, religion, color, national origin, or handicap of the individual. It is the intent of the institution to comply with the Title VI of the Civil Rights Act of 1964 and subsequent executive orders as well as Title XI in Section 504 of the Rehabilitation Act of 1973.

Proposed modified statement:

Equal Opportunity Statement

Valdosta State University is an equal opportunity educational institution. It is not the intent of the institution to discriminate against any applicant for admission or any student or employee of the institution based on the sex, **sexual orientation**, race, religion, color, national origin, or handicap of the individual. It is the intent of the institution to comply with the Title VI of the Civil Rights Act of 1964 and subsequent executive orders as well as Title XI in Section 504 of the Rehabilitation Act of 1973.

(Attachment #9)

Committee on Commencement

The Committee on Commencement has had several meetings this year. The Spring 2004 graduation ceremony will include the addition of banners and students designees will be assigned as banner bearers. The processional will include a change in marching in whereas everyone will be marching in within their respective academic units. Faculty will be seated on the stage.

(Attachment #10)

Academic Honors and Scholarships Report

The Academic Honors and Scholarships Committee has met three times during the 2003-2004 academic year (September 11, October 30, March 2). Much committee business, such as calls for nominations and elections, were covered via additional email meetings.

1. Due to poor attendance of the recipients, Dr. Zaccari recommended that the committee not hold a ceremony and reception for First Year and President's First Year Scholars. In lieu of the reception, letters and certificates were mailed to the First Year and President's First Year Scholars.
2. The Georgia Legislature Academic recognition Day Award was selected (Barry McGee).
3. The 2004 recipient of the Annie Powe Hopper Award was selected (Emily Olsen).
4. An Academic Honors and Scholarships web page was created. The web page contains important information regarding recent Honors Day changes, nominations for university awards, Honors Day award deadlines, contact information, and other details regarding the work of the committee.
5. University Honors Day was held on April 14. Building on last year's modifications, University Honors Day continued to be revised to put more focus on the student recipients of major awards, to minimize disruptions, and to adhere to reasonable time limits. The individual colleges were reminded of their responsibility to host honors ceremonies for college and department awards. Two important changes in the 2004 University Honors Day involved the creation of new awards for the top student in each college and incorporating an outstanding faculty representative to speak at the ceremony.

(Attachment #11)

ATHLETIC COMMITTEE REPORT ON ATHLETIC DEPARTMENT BUDGET QUESTION

In the May 2003 Faculty Senate meeting the issue of a budget deficit in the Athletic Department was remanded to the Athletic Committee for investigation. The Athletic Committee has investigated the matter and submits the following report.

During the 2002 Valdosta State University football season the Athletic Department incurred expenses of approximately \$10,000 that were not reimbursed by the National Collegiate Athletic Association (NCAA). These expenses were incurred during the football team's four playoff games. Some of the expenses included:

1. Feeding the team during the week the school is closed for Thanksgiving. This is probably the biggest expense. Since the school is closed the Athletic Department must provide meals for the team;
2. The free parking shuttle the Athletic Department ran for the home playoff games (there were 3 home playoff games);
3. Travel costs, food, and lodging for the cheerleaders for the national championship game;
4. Replacing the fence the students tore down at the conclusion of the semifinal game;
5. The Athletic Department contributed about \$500 for the VSU Band to attend the national championship game;
6. The NCAA reimburses the institution for a travel party of 70 (coaches, players, trainers, managers, and administrative staff) and VSU has a normal travel party of 90 for away games [therefore the travel costs for 20 members of the VSU contingent were not reimbursed].

It is important to remember that these were expenses associated with the four (4) football playoff games in 2002 and the university is not reimbursed for these expenses. The Athletic Department ended the year with a balanced budget.

The conclusion one must draw is that running a successful Division II football program is extremely expensive. The Athletic Department can make preparations for this in the future and VSU's Athletic Director reports that he has made such preparations for upcoming seasons. The current state budget does not allow for setting aside a "reserve fund" to cover expenses for a playoff run. The type of preparations that can be made are in keeping expenses to a minimum and the Athletic Department is gaining experience in that area.

There are always going to be unreimbursed expenses associated with hosting NCAA playoff games. Anytime VSU hosts three playoff games (as it did in 2002) and travels to the national championship game (as it did in 2002) there will be significant expenses that are not reimbursed.

(Attachment #12)

Educational Policies Committee

Greetings all,

The Ed. Pol. Committee met 4 times during the F 03/ SP 04 semesters, as well as several email communications and meetings.

10.02.03, 10.30.03, 3.15.04, and 4.01.04

The Ed. Pol. Committee meetings took place in the Dean's Conference Room, Bio/Chem Building.

The following members were present at the 04.01.04 meeting:

- 1 Michael_T_Schmidt <mschmidt@valdosta.edu>
- 2 Allison_Curington <amcuring@valdosta.edu>
- 3 Jane_Whitehead <jwhitehe@valdosta.edu>
- 4 Chuck Hudson <chudson@valdosta.edu>
5. Walter_Peacock <wpeacock@valdosta.edu>

The Educational Policies Committee would like to remind the Senate and its representatives of our goals as stated by the Senate Bylaws which can be found at: <http://www.valdosta.edu/vsu/facsen/>.

FYI...From the Faculty Senate Bylaws:
Article 2, section 3, letter i, number 3;

i. Specific Standing Committees and Their Responsibilities:

Educational Policies Committee: to review and recommend policies and procedures pertinent to advising, undergraduate admissions and retention, public services, and registration; and to hear undergraduate petitions for exceptions to academic policy, including graduation.

The flowing items are being forwarded to the Faculty Senate for the April meeting:

1.

Senate item # 04-004:

A request to develop a policy regarding tenure-track faculty who are pursuing a graduate degree in the department in which they are teaching.

No full time faculty member of Valdosta State University will be awarded a doctoral degree by the college in which he/she teaches. Any exception to this policy must be recommended by the Dean of the College and approved by the Vice President for Academic Affairs.

Faculty already accepted into, and currently enrolled in a doctoral program in which they are teaching,
are exempt from this policy.

This policy will be effective immediately, upon approval by the Faculty Senate.

2.

(Item 04-005)

A request to develop a policy regarding faculty members who require their own classes to purchase textbooks they have authored.

Textbooks Authored by Faculty:

Either as individuals or as members of departmental committees, faculty members select textbooks that they think will best enhance the teaching and learning process for the courses that they teach. Sometimes existing textbooks on the market do not meet the teaching and learning needs for a course. Existing textbooks may not be coherent, may not include desired perspectives, or may be antiquated. In order to provide students with the best learning resources possible for a course, faculty members may choose to write their own textbook for the course. Writing textbooks is an important part of faculty scholarly activity.

3.

Senate Item 04-007

The Executive Committee is remanding to your committee the development of a policy regarding Humane Care and Use of Laboratory Animals. VSU has been operating under an interim policy, which is available from The Grants and Contracts website:

<http://www.valdosta.edu/grants/iacucpolicy.html>

The Educational Policies Committee will be happy to review for approval a written succinct policy, which is written clearly for all faculty to understand, regarding humane care/use of animal or human subjects. We request that this policy be submitted in written form rather than a website.

Until we receive a clear written succinct policy, the Educational Policies Committee cannot take action on this item.

- There is already a committee in place that deals with these issues.
The Institutional Animal Care and Use Committee.
- This is not a Senate committee.

4. Discussion of this item.

(Item #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.

The Educational Policies Committee has elected to take no action on this item. The members of this committee feel that this is a legal question, dealing with an issue of ownership. The responsibility of the Educational Policies Committee is to review and recommend policies and procedures pertinent to advising, undergraduate admissions and retention, public services, and registration; and to hear undergraduate petitions for exceptions to academic policy, including graduation.

This action item should be reviewed by the appropriate committee/legal council. If a policy is forwarded to the Educational Policies Committee, we will gladly review it for educational and ethical content/impact.

5.

(Item #04-010) A request to consider developing a policy to determine when and how grant-supported income in the summer should be counted toward retirement has been remanded to the Educational Policies Committee.

The Educational Policies Committee has elected to take no action on this item.

The responsibility of the Educational Policies Committee is to review and recommend policies and procedures pertinent to advising, undergraduate admissions and retention, public services, and registration; and to hear undergraduate petitions for exceptions to academic policy, including graduation.

This action item should be reviewed by the appropriate committee.

As much as some of the members of this committee agree/disagree with this issue brought forth by Pam Hertzog, the Educational Policies Committee feels that this is an issue that needs to be addressed by HR, Inman Grimsley, or VSU Personnel & Financial Services...Perhaps even Faculty Affairs, or Faculty Grievance?

(Attachment #13)

**Environmental Issues Committee
Annual Report for 2003-2004
April 15, 2004**

Chair: Cameron Whiting

Chair-Elect and Secretary: Eneida Pugh

Past-Chair: Deborah Robinson

Members:

Brad Bergstrom	Eric Nielsen
Judith Grable	Carol Barnett
Deborah Robinson	Sheryl Dasinger
Sudhir Goel	Susan Ring
Michael Taylor	Diane Holliman
Eneida Pugh	Denise Montgomery
Lee Allen	

Ex Officio Members:

Bob Bell	Sue Lampert
Jim Black	Jill Ferrel
Scott Doner	Sheldon Broomberg

Student Members:

Crystal Craig
Travis Simmons

The Environmental Issues Committee met five times during the year and minutes of meetings are on record at Odum Library.

The EIC goals for 2003-2004 academic year were to:

1. Respond to issues forwarded by the Faculty Senate Executive Committee
2. Continue to develop a recycling program on campus.
3. Continue discussions regarding the multi-use trail through campus, oversee the Tree Preservation and Maintenance Policy and the Lighting Policy, approve expenditures from the Jewel Whitehead Endowment, and ecologically preserve and enhance the beauty of the campus
4. Develop and improve policies for parking on campus

Issues and Activities of the Environmental Issues Committee (EIC)

- amended the committee's bylaws
- created a new subcommittee on Energy Conservation
- is currently reviewing a draft of the Facilities Use Guidelines for the Director of Event Services, Ms. Sage Archer
- reviewed two items that were remanded to EIC from the Faculty Senate Executive Committee:
 1. To establish a smoking policy
 - EIC will draft a letter to the President's Council in support of a smoking exclusion zone around building entrances
 2. To consider Senate item 04-006: Waiver of two parking tickets per year for faculty
 - EIC voted to take no action on this item

- met with Chief Planning Officer, Dr. Marsha Krotseng, about VSU Master Plan
- met with Vice President of Business and Finance, Mr. Jim Black, and the Housing Task Force about plans for building improvement as part of the Master Plan
- held a special meeting with representatives of John Portman and Associates and Ingram Parris Group regarding portions of the Master Plan

Issues and Activities of Subcommittees

Campus Beautification and Stewardship Subcommittee

Chair, Brad Bergstrom

met four times

- approved the expenditure of Whitehead endowment funds to retain the services of Dr. Greg Jennings, North Carolina State University, for an engineering feasibility study concerning restoration of portions of One-Mile Branch Stream
- received notification from BOR that VSU can participate with the City of Valdosta on a multi-use trail that passes through campus
- concluded the Native Plant Landscape project around the cooling tower
- facilitated the transplanting of the Garrison collection of native azaleas from Hahira, GA to campus
- collaborated with COE to designate lower One-Mile Branch Stream as a science education outdoor classroom
- consulted with VSU Administration on the development of Sunset Park property, on the construction of a parking lot at College and Oak Streets, and on issues involving tree maintenance

Energy Conservation Subcommittee

Chair, Deborah Robinson

met three times

- discussed an approach for developing energy conservation awareness:
 - types of energy usage on campus
 - a survey to determine faculty, staff and student usage patterns
- met with the Director of Plant Operations, Mr. Bob Bell, to inquire about electrical energy consumption and rate structure to determine if saving energy would also save money: according to Mr. Bell, the rate structure is now based on pure consumption and therefore decreasing usage would also decrease costs

Recycling Subcommittee

Chair, Diane Holliman

met four times

- established an agreement with the City of Valdosta to pick up cardboard from Palms dining room and the VSU bookstore
- was notified by the Coca-cola company that they would donate 120 recycling bins to be placed beside VSU drink machines
- met with Director of Business Services, Mr. Bill Filtz, concerning purchase of recycled items: VSU does buy recycled toner cartridges and paper, but according to Mr. Filtz, there is no demand yet for brown paper towels
- consulted with Dr. Krotseng about obtaining specific recycling bins for materials such as plastic
- discussed the need to stimulate more interest in recycling on campus

Traffic and Parking Planning Subcommittee

Chair, Lee Allen

- reviewed Senate item 04-006 (waiver of two parking tickets for faculty) and sent it back to the full committee for consideration
- approved a request from the Department of Biology for parking changes near the loading dock behind the Biology/Chemistry Building

(Attachment #14)

**Annual Report
Minority and Diversity Affairs Committee
April 15, 2004**

- I. The committee reviewed and revised the bylaws. A revised copy of the bylaws will be placed on reserve at Odum Library.

- II. The committee debated the proposal to include sexual orientation in VSU's nondiscrimination clause during a meeting on March 19, 2004. The committee approved the inclusion of sexual orientation in the nondiscrimination clause by a vote of 6 to 3.

- III. From the Faculty Senate meeting in February, "each standing committee has been requested to begin discussion regarding the impact that the projected increase in student enrollment (60% increase over the next ten years) will have on each committee's respective areas."

Several committee members mentioned the following issues at the March 19th meeting:

- Need more efforts to produce a diverse faculty at VSU
- Need a support system for the attraction and retention of faculty
- Multicultural Programs has done a great job, but more programs are needed to produce a diverse faculty at VSU
- The Hispanic population has grown dramatically in South Georgia, but there are few Latino faculty at VSU
- Greater collaboration between VSU and the surrounding community such as increased cooperation with the Chamber of Commerce
- More outreach such as teaching Spanish in the medical community

Members and Visitors present:

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

*Indicates the individual assigned a proxy

Ex-Officio Senators:

J. Black (absent)	K. Keppler (absent)
S. Sikes	J. Gaston
L. Calendrillo	*P. Gunter
K. Stanley	A. Hufft (absent)
*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		

College Of Business Administration:

F. Ware	R. Allen	A. Reddy	P. Fadil
L. Marshall (absent)			

College of Education:

S. Andrews	A. Brovey	R. Hull	M. Maina
J. Siegrist	D. Briihl	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:

Lyle Indergaard for Brian Adler
Kerry Hinkle for Ernestine Clark
James LaPlant for Jane Kinney
Ken Stanley for Phil Gunter
Marty Williams for Sue Worth
Chris Meyers for Charles Johnson
Maureen Puffer-Rothenberg for Elaine Yontz
Matthew Richard for Stephen Childs
Mike Savoie for Frank Barnas

Student Government Association (non-voting)
President of the SGA: Jason Lewis (absent)

Visitors:

Kristen Newcomb, Student

Rebecca Kimbrough, Council on Staff Affairs

Russ Mast, Student Affairs

Ashley Fielding, Spectator

William Finney, Student Government Association