



## FACULTY SENATE

Est. 1991

Chairman  
Ronald M. Zaccari

Vice Chairman  
Louis Levy

Executive Secretary  
Mike Meacham

Parliamentarian  
John Samaras

### Minutes of September 23, 2004

[{Members and visitors present}](#)

**The Valdosta State University Faculty Senate meeting convened at 3:30 p.m. in the Auditorium of the Odum Library.**

M. Meacham welcomed the group and apologized for the inconvenience with the delay in agenda being distributed and change in meeting locations and date, due to University being closed on September 16, 2004 because of hurricane weather conditions in the area.

R. Zaccari asked for the Faculty Senate's assistance during this current budget cut. VSU must give back to the state an additional \$1.8 million in cuts for FY05. The total budget for the USG 34 institutions is \$4.7 billion, and the state provides \$1.6 billion in allocations. This equates to \$3.1 billion injected into the state's economy by USG for every \$1.6 billion the state allocates. This is evidence of the USG impact to the state's economy.

VSU total source of funding is approximately \$103 million, and funds come from three major sources (state allocations 41.3%; tuition 23.7% and auxiliary fee 18.6%). VSU's state allocations represent 41.3% (approximately \$42.5 million) of its \$103 million budget. The latest budget cuts require that we return an additional \$1.8 million from state allocations. The revenues from tuition are collected three times each year (fall, spring, and summer). When looking at tuition revenue, in terms of the overall operating budget, summer is not considered a separate budget. Summer tuition is included in the total fiscal year budget. There are misconceptions regarding revenue generated from auxiliary services and why these funds cannot be used for general operating expenses. The money generated from auxiliary services must go back to operate auxiliary services and cannot be transferred to other operating accounts. For example, the \$2.2 million renovation of Brown Hall was funded through auxiliary funds and not state appropriated funds. It is important to understand that tuition revenues generated from fall, spring, and summer terms go to the full 12-month operation of the University.

Education and General (E&G) revenue portion of the budget represents approximately \$70 million (state allocation 61.5%, tuition 35.4%, other fees 1.5%, other revenues 1.1%, and departmental sales and services 0.6%). How is this money spent? The largest expenditure is personal services at 86.3%; followed by operating expenses 9.1%; utilities 2.8%, equipment 1.0%, and travel 0.8%. In terms of state budget cuts, we have very little flexibility. We cannot take funds from auxiliary services or tuition, because they are not part of state allocation.

State budget cuts have to come from personal services, travel, operating, utilities and equipment.

In the past two years, when faced with budget cuts, we have trimmed dollars from positions/salaries, travel, operating costs, utilities, and equipment. R. Zaccari said that unfortunately, to trim \$1.8 million VSU is going to have to look at personal services.

In August 2004, the USG was instructed to take 38.6% of the state's total \$179 million budget cut. This amounts to \$68.7 million for the USG. Each System institution is required to return the equivalent of their June 2005 payroll, for VSU this is \$1.8 million. In essence, each institution will not receive funds to meet June payrolls, including benefits. VSU must find ways to cut \$1.8 million in order to meet its June 2005 payroll obligations.

The USG is a people-intensive agency and numerous positions have been cut since the state budgets cuts began in 2001. In 2001, 5.0% was cut and each year additional cuts were mandated. Some of cuts were reduction in the total state appropriation budgets, others required that instruction be exempted, and other times no exemptions for instructions. The total USG budget cuts since November 2001 equals more than \$382 million.

Increased enrollment at all 34 USG institutions have coincided with the massive budget cuts. The state appropriations have not kept pace with the enrollment increases. In 1967, the USG served 60,232 students and received 10.9% of the state's total budget. USG started making some gains in state appropriations; however, in 2004 USG served 247,020 students and only received 11.3% of the state's total budget. This state appropriation was less than what the USG received in 1990 (12.1%) when it served only 172,190 students.

R. Zaccari said that when he gave the Fall Convocation on August 9, he stated that FY05 began with minus \$2.2 million and at that time, the additional \$1.8 million was not expected. The USG projects by 2015 it will serve an additional 200,000 students above last year's 247,020 students. To keep up with the increased enrollment, VSU has converted many staff positions to faculty positions. At VSU 49 positions, some fulltime and other half-time, were converted to 26 faculty full-time equivalent positions. Those 26 additional positions represent approximately \$1.3 million annualized salaries and fringe benefits.

R. Zaccari said he is very proud that in the past two years VSU has reduced the number of part-time faculty and increase the number of full-time faculty positions. VSU has dropped the part-time faculty from 34.7% to 29.0%. He stated the following in comparison with other USG institutions part-time faculty numbers: Georgia Southern University 33.3%; Columbus State University 43.4%; Kennesaw State University 50%; and State University of West Georgia 41%. R. Zaccari said he believes this displays a commitment to faculty and students.

R. Zaccari explained that VSU enrollment growth and its relationship to formula funding, which is the full-time equivalent student enrollment two years in the rear, is no longer going to be a set revenue stream. The Governor has announced that the state will not continue formula funding as it has in the past. Therefore, this year VSU will not benefit from its highest enrollment figures two years ago. This increase would have greatly benefited our overall operations. At a time when we would have benefited from all the hard work in recruiting and retention, we are now looking at a financial loss. The Chancellor and USG staff are trying to determine the continued impact this will have on all 34 institutions.

This year VSU formula funding was cut to 80%; however, due to our strategic planning

initiatives the USG awarded VSU incentive funds that actually replaced the 20% we lost. Next year there will be greater accountability from the Governor's office of Planning and Budgeting. We will have to look at every aspect of our operation. The Governor wants the USG institutions to re-direct the way we do business. Some believe this is an external business model placed on the institutions. The primary challenge is to devise creative solutions and prove to the Governor we can keep moving VSU in positive directions.

R. Zaccari said that he is asking the Faculty Senate to submit recommendations and take a positive attitude. He appreciates the recommendations already received, and each will be carefully examined.

When the FY05 budget was built, it was based on a 3.75% increase in student enrollment; however, VSU did not make the increase and enrollment is down by several hundred graduate students. R. Zaccari said that at Fall Convocation is shared the news that VSU had \$800,000 in reserve; however, now \$400,000 has been taken out to offset the enrollment shortfall. He emphasized that is a dangerous trend to deplete our reserve funds, especially when they are needed for emergency situations.

Chancellor Meredith is considering a 10% mid-year tuition increase to help offset this year's budget cuts. USG has extremely low tuition compared to other states. When Georgia is compared to the 16 Southern Regional Educational Board states, only five have lower tuition than Georgia's two institutions and only two states have tuition lower than Georgia's four-year colleges. For VSU students, a 10% tuition increase in January will amount to approximately \$116 for students taking 12 or more hours.

R. Zaccari further stated that some of the \$1.8 million has already been set-aside, in addition to the \$400,000 from the reserves, GSAMS has been cut (saving more than \$80,000), student assistant hours have been reduced, and the University is considering approximately 18 layoffs. Since 2002, VSU has cut \$7.2 million from the budget without many direct layoffs; instead, unfilled administrative and staff positions were used to absorb the cuts. R. Zaccari said the last step he wants to take is that of layoffs; however, the time has come when no other options exist. From the previous \$7.2 million, cuts have come from some academic operating budgets, while at the same time 26 new faculty positions were added. Last week the Deans were asked to contribute a total of \$500,000 from colleges and departments.

R. Zaccari concluded his remarks with a concern that everyone understand that these cuts will be permanent. He said that he has confidence in the faculty and recognized the superb job they do in the classroom and commends them for the successes we have experienced at Valdosta State.

R. Zaccari turned the meeting over to M. Meacham.

## **2. Approval of the [minutes of the May 20, 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 April 19, 2004 Academic Committee meeting** ([Attachment #1](#))

The minutes were approved.

##### 2. Report on the Program Review Process - L. Levy stated that VSU programs no longer offered are being reviewed, and may be removed in anticipation of CAPP and putting the pre-requisite module online. This is in anticipation of VSU's program review of general education programs at VSU.

#### c. Report from the Committee on Committee ([Attachment #2](#)) – Lyle Indergaard reported that elections were held at beginning of semester to fill vacant senate seats and committee assignments have been made and are available on the Faculty Senate website. There are currently two general faculty at-large seats that need to be filled (Dick Saeger has retired and Brian Adler is interim dean of the Graduate School) and ballots will be sent out next week; one seat on the Intuitional Planning Committee from Odum Library/Social Work that needs to be filled, those units will select a representative. Elaine Yontz has agreed to be chair-elect of the Committee on Committees this year.

#### d. Report from the Institutional Planning Committee ([Attachment #3](#)) – Michael Noll reported the committee met on September 22, 2004. Group discussed Concise Mission Statement and if it has been properly publicized. It is the committee's opinion that it has not; therefore, the IPC encourages the VSU community to use any of the possible methods as outlined in the IPC report to the Faculty Senate on April 12, 2004.

IPC also focused on the need to improve communication and progress of both the Master Plan and Strategic Plan, the IPC believes the VSU community, as a whole, does not have sufficient access to the short term success and long term goals of the Strategic Plan and Master Plan. The IPC makes the following suggestions to help better communicate these two plans: 1. A room in the Odum Library to house a display showing past, present, future exhibits of VSU projects (2) A virtual tour of VSU, possibly touch screen feature, that allows individuals to send emails requesting additional information or ask questions; (3) Concise regular reports on the progress of these projects, possibly via the President's Message, faculty meetings, and/or local media.

The IPC is looking to update their bylaws to reflect a more dynamic atmosphere created by VSU's planning initiatives. The IPC would become more involved in initiating ideas for expeditious implantation and could become another pipeline for faculty members to submit suggestions, with the goal of moving these ideas forward as quickly as possible.

#### e. Report from the Faculty Affairs Committee – Cecelia Barnbaum – No report.

#### f. Report from the Faculty Grievance Committee – Mike Savoie – No report.

g. Report from the Senate Executive Secretary – Mike Meacham

1. (Item #05-001) Recommendation from Kent Moore for change in final schedule. is being remanded to Academic Scheduling Committee.

4. Old Business

1. (Item #04-004) Educational Policies recommendation concerning doctoral candidates.

G. Macheski asked M. Schmidt to discuss recommendations from the committee. M. Schmidt explained that based on previous Faculty Senate discussion, an exception clause has been added that provides the protocol for exceptions to be reviewed based on merits of the petition. A motion was made to accept the policy and seconded. It passed 31 to 14.

5. General Discussion

J. Hummel addressed the audience regarding proposed budget cuts. He offered a proposal that he believes would call for more equitable cuts. The first proposal calls for all employees making \$40,000 or more annual to give back up to 1% of their salary. The second proposal involves students paying for all semester credit hours, instead of the current system where they only pay up to 12 semester credit hours and all hours over 12 are not charged.

J. Hummel made a motion that the Faculty Senate recommend that all employees (administrators, faculty, and staff) making \$40,000 or more annually return up to 1% of their current salary. Motion was seconded. A lengthy discussion followed. The motion was denied.

Brad Bergstrom asked if a decision has been made regarding when students will have to make-up days missed due to recent hurricanes. L. Levy said no decision has been made at this time. L. Levy strongly recommends that faculty work with students to complete assignments missed, even if actual class time is not rescheduled.

6. Adjournment

The meeting adjourned at 5:05 p.m.

(Attachment #1)

VALDOSTA STATE UNIVERSITY  
ACADEMIC COMMITTEE MINUTES  
April 19, 2004

The Academic Committee of the Valdosta State University Faculty Senate met in the Rose Room on Monday, April 19, 2004. Dr. Louis L. Levy, Vice President for Academic Affairs, presided.

Members Present: Dr. Carl Cates (proxy for Dr. Michael Eaves), Dr. Matthew Richard, Dr. Ralph Allen, Dr. Clemente Hudson, Dr. Lynn Bell, Dr. Elaine Yontz, Dr. Carl Cates, Dr. Frank Flaherty, Dr. Frank Flaherty (proxy for Dr. Kathe Lowney), Dr. Donald Seat, Dr. Bruce Caster, Dr. Charles Walsh, Dr. James P. Humphrey, Dr. James P. Humphrey (proxy for Dr. Sandra Inman), Mr. Kenneth A. Smith, and Dr. Dianne Holliman.

Members Absent: Dr. Michael Eaves, Mr. James Hornsby, Dr. Kathe Lowney, Dr. Stan Andrews, and Dr. Sandra Inman.

Visitors Present: Dr. David Bechler, Dr. Linda Calendrillo, Dr. Sharon Gravett, Dr. Brian Adler, and Dr. John Gaston.

The Minutes of the March 8, 2004, Academic Committee meeting were approved.

**A. College of Arts and Sciences**

\*\*This was approved pending Graduate Executive Committee approval\*\*

1. Revised course description, Criminal Justice (CRJU) 7413, "Criminal Justice Planning and Evaluation", (CRIM JUST PLANNING & EVAL – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Fall Semester 2004 with "anlysis" corrected to "analysis" in the course description. (pages 8-9).

**B. College of the Arts**

1. Deactivation of ARED 3040, and ARID 4620 was noted effective Summer 2004. (page 10).

**C. College of Education**

1. Deactivation of KSPE 2031 was noted effective Summer 2004. (page 11).

**D. Miscellaneous**

1. Program Review – Dr. Levy reminded everyone that due to budget considerations, the USG will not require review of untriggered programs.
2. Area D – Dr. Jane Kinney gave an overview on how our Area D requirements compare to other schools in the system.
3. Perspective Courses – Dr. Brian Adler gave an overview of our Area B, and a brief explanation of how it compares to other system school.

Respectfully submitted,  
Charles L. Hudson  
Acting Registrar

(Attachment #2)

Committee on Committees Report  
Faculty Senate Meeting  
September 23, 2004

1. Elections were held in at the beginning of this term to fill vacated Senate and General Faculty seats.
2. The new Senate and Committee rosters are on the VSU Faculty Senate web-site. One set of corrections has already been made.
3. Two General Faculty at Large seats on the Grievance Committee need to be filled this semester. Richard Saeger has retired and Brian Adler has become Acting Dean of the Graduate School. The Committee on Committees will prepare a ballot and send it out next week.
4. The General Faculty seat from Odum/Social Work on the Institutional Planning Committee needs to be filled. The Committee on Committees will ask these units to hold an election.
5. Elaine Yontz has become Chair-elect of the Committee on Committees.

Respectfully submitted,  
Lyle Indergaard, Chair

Present: Joan Futch, Michael Holland, Kurt Keppler, Marsha Krotseng, Michael Noll, Blake Pearce, Ruth Salter, Richard Schmertzling, and Fred Ware.

Meeting was called to order at 4:05 P.M.

The IPC met for the first time in the academic year 2004-2005. The committee welcomed its new members: Dr. Joan Futch (CON), Dr. Michael Holland (COB), and Dr. Richard Schmertzling (COE / Chair-elect).

As its first point of discussion, the meeting shortly touched upon the topic of the Concise Mission Statement and whether or not it had been successfully publicized in the months following its adoption by the Senate. Believing that this is not the case, the IPC again would like to encourage the VSU community to use any of the methods of dissemination for the Concise Mission Statement as outlined in our report to the Senate on April 12, 2004. Eventually we will want to revise this first version of our Concise Mission Statement, and any such revision will depend on the input of the VSU community.

As a second point of discussion, the IPC focused on the need to improve the communication of the process (and progress!) of both the Master Plan and the Strategic Planning at VSU. On one hand, it appears that the VSU community as a whole does not have sufficient access to the short term successes and long term goals of the Master Plan and the Strategic Planning. On the other hand, a certain fatigue concerning the issues seems to have surfaced within the VSU community, as we have been in the midst of all these changes for quite some time.

Thus, and particularly in the light of the fact that VSU has received both statewide and national recognition for its planning strategies, it seems that we need to find better ways to communicate the successes of our joint efforts. Consequently, the IPC would like to make the following suggestions:

- 1) A room in Odum Library could be made available for a "Past, Present & Future" exhibit of VSU's evolutionary growth over the years, with a particular focus on ongoing and future projects. Such an exhibit should present blueprints, clear timelines, and accomplished action steps, so that the community as a whole can better appreciate and understand VSU's development. For such an exhibit, one could also utilize and modify the 3D VSU model currently located in the library.
- 2) Moreover, the creation of a web based "virtual tour" of VSU's growth over time, particularly with its envisioned development for the coming years, might significantly enhance the understanding of the planning strategies at VSU. Such a virtual tour might not only be more accessible than an exhibit in Odum Library, it also might enable the VSU community to directly reflect on and respond to any concerns or questions raised during the tour via e-mail.

- 3) In addition to these measures, concise regular reports on the progress being made should be made available via the President's messages, in faculty meetings, in newspapers, or any other appropriate venues to inform the VSU community and the general public on the progress being made and the work still to be done.

Finally, as a third point of discussion, it was suggested that the IPC consider updating its bylaws to more accurately reflect the dynamic atmosphere created by VSU's strategic planning initiatives. The IPC currently is charged to "review policies and make recommendations" which often translates into slow, eventual examination of existing rules and regulations. At a time when the university faces immediate budget constraints, it is recommended that the IPC become more involved in initiating ideas for expeditious implementation. In such a fashion, the IPC could become another pipeline for individual faculty members to submit suggestions with the goal to move these ideas forward as quickly as possible. Since the existing bylaws do not constrain the expediting of recommendations, such action could even be taken without modifying the bylaws. To make sure, it is not the intent of the IPC to duplicate or overlap existing strategic planning committee activities, but rather to move ideas forward more quickly and to help expedite recommendations.

Meeting was adjourned at 5:05 P.M.

Respectfully submitted,  
Michael G. Noll, Chair.

Members and Visitors present:

R.M. Zaccari, President  
L. Levy, Vice President, Academic Affairs  
M. Meacham, Executive Secretary  
J. Samaras, Parliamentarian

\*Indicates the individual assigned a proxy

Ex-Officio Senators:

J. Black	K. Keppler
S. Sikes	J. Gaston
*L. Calendrillo	P. Gunter
K. Stanley (absent)	A. Hufft (absent)
B. Adler	G. Gaumond
*N. Argyle	M. Giddings

College of the Arts:

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

College Of Arts and Sciences:

*D. Boyd	J. LaPlant	M. Stoltzfus	C. Johnson
C. Meyers	C. Whiting	J. Samaras	*C. Barnbaum
W. Huang	C. James	G. Macheski	M. Noll
E. Pugh	J. Whitehead (absent)	M. Williams	R. Carter
A. Lazari	A. Aronson-Friedman	B. Bergstrom	M. Davey
C. Tillman	J. Wang		

College Of Business Administration:

*F. Ware	A. Reddy (absent)	L. Marshall	C. Tori
*B. Caster			

College of Education:

S. Andrews	D. Briihl	B. Johnston	K. McCurdy
S. Worth	I. Ellis	C. Hudson	K. Hinkle
L. Minor	L. Schmertzng	J. Stelzer	M. Fenster
J. Hummel	D. Leech	K. Ott	R. Schmertzng

College Of Nursing

L. Floyd (absent)	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 Eric Nielsen  
Michael Noll for Cecilia Barnbaum  
John Hummel for David Boyd  
James LaPlant for Linda Calendrillo  
Lorraine Schmertzng for Fred Ware  
Leisa Marshall for Bruce Caster  
Brian Adler for Nolan Argyle

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

**Visitors:**

**Marsha Krotseng, Office of Planning**

**Walter Peacock, Admissions**

**Thressea Boyd, President's Office**

**Chuck Hudson, Registrar**

**Sheri Gravett, Academic Affairs**

**Jan Fackler, Financial Services**

**Traycee Martin, Financial Services**

**Tayloe Harding, Music Department**

**Mylan Redfern, Math and Computer Science**

**Karin Murray, Art Department**