



## FACULTY SENATE

Est. 1991

Chairman  
Ronald M. Zaccari

Vice Chairman  
Louis Levy

Executive Secretary  
Mike Meacham

Parliamentarian  
John Samaras

### Minutes of November 18, 2004

{Members and visitors present}

**The Valdosta State University Faculty Senate meeting convened at 3:30 p.m. in the Magnolia Room, University Center.**

R. Zaccari reported on a meeting with the Red Cross and other officials on the subject of the National Security stockpile. We are in the process of preparing a management system to use Valdosta State University as a vaccination center as well as a place to dispense proper medication in the event of a terrorist attack. This would be a service to our students, faculty and staff. There is discussion now as to how it might currently impact immediate families although other sites in the region will be identified. We are taking a proactive approach to be prepared in case of an emergency.

R. Zaccari, L. Levy, and K. Keppler were invited to the Board of Regents office on November 17 to accept a Best Practice award for Student Affairs/Academic Affairs collaboration. Only eight of these awards are given during each academic year. There were 76 Best Practice entries representing 29 of the 34 institutions, and we were privileged to receive one of the top eight awards. One of these awards was given to VSU last year for the Strategic Planning and Budgeting System. In the last two years VSU has received a total of eight Best Practice awards, representing national, regional, and Board of Regents level recognition. This speaks well of the university and the hard work of all employees.

R. Zaccari commented on the very important meeting held on November 8 with the Faculty Senate Executive Committee, the Environmental Issues Committee and its sub-committee on Campus Beautification. R. Zaccari thanked all participants and the leadership that was displayed with 30 members of these various committees in attendance. There was discussion about common issues of concern regarding the future growth of this University, the impact of the accepted Master Plan on the growth of the institution, and the creativity that will be required to adjust to a growing Master Plan when the campus is somewhat land locked. Common areas of interest were discussed as well as action steps. Those action steps have been distributed back to the committees, and we are already moving forward on many of the recommendations. This is the type of open communication that is needed for the Faculty Senate and administration to move our campus forward in those productive directions of which we all have an intense interest.

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

M. Meacham read the list of proxies.

**2. Approval of the [minutes of the October 21, 2004](#) meeting of the Faculty Senate.**

The minutes were approved.

**3. New business**

- a. Report from the Academic Committee – Louis Levy – No report.
- b. Report from the Committee on Committee – Lyle Indergaard ([Attachment #1](#))
- c. Report from the Institutional Planning Committee – Michael Noll ([Attachment #2](#))
- d. Report from the Faculty Affairs Committee – Cecelia Barnbaum – No report.
- e. Report from the Faculty Grievance Committee – Mike Savoie – No report.
- f. Report from the Senate Executive Secretary – Mike Meacham
  - M. Meacham proposed a Nominating Committee – C. Barnbaum, F. Ware, J. Hummel. M. Meacham requested nominations from the floor. There were no nominations from the floor and there was a motion to close nominations. C. Barnbaum, F. Ware, and J. Hummel will comprise the Nominating Committee.
  - M. Meacham expressed his appreciation for the Nov. 8 meeting that was mentioned earlier by R. Zaccari.
  - M. Meacham mentioned that J. Zahner recently conducted an excellent roundtable discussion regarding International Programs.

**4. Old Business**

Item #05-001- Report from Academic Scheduling Committee on bill to change final examination schedule - M. Williams spoke on behalf of the Committee. The Committee strongly recommends against eliminating dead day and expanding the final schedule to four days. The Committee saw merit in a final schedule that ended earlier. However, the proposal impacts the Math and Music Departments, which use dead day for a common final and recitals. The wishes of students and faculty who voted 62% to 38% in a survey to maintain the current three day final schedule and dead day informed the committee's final recommendation.

A motion was made and seconded to accept the recommendation as presented by the Academic Scheduling Committee. The motion passed.

**5. General Discussion**

- C. Barnbaum stated that this is her first semester as Chair of the Faculty Affairs Committee. She requested that an orientation be developed for new committee chairs. B. Bergstrom suggested that she review a copy of J. Elza's booklet about how to become a Faculty Senator. L. Indergaard indicated that he had a copy of the book.

- A motion was made and approved to allow a VSU student David Lawton to speak to the Faculty Senate. Mr. Lawton thanked the administrators who attended the recent SGA Town Hall meeting. However, it should be noted that Mr. Lawton was not representing SGA and did not have the endorsement of SGA to speak to the Faculty Senate. He noted that a main concern voiced at the previous two SGA meetings is campus safety for students. He expressed concern over areas around dormitories that are poorly lit during the evening hours. He specifically noted Patterson, Brown and Lowndes Hall. He suggested that the Faculty Senate assist with rectifying this situation across campus.

E. Pugh stated that she, David Lawton and others including Mike Hamm (Plant Operations) and Corporal Dennis Nealon (VSU Public Safety) walked around campus on a recent evening to view the lighting. She also expressed concern over several poorly lit areas across the campus. She stated the Environmental Issues Committee recommends that a professional conduct an on-site evaluation of the campus. B. Bergstrom agreed that a thorough assessment of the campus should be conducted. He suggested a consultant who is a lighting engineer as well as a security system expert. L. Bell also suggested motion-sensitive lights as an alternative for areas that do not require constant lighting. C. Barnbaum inquired about the number of police call boxes on campus. E. Pugh indicated that Corporal Nealon brought a map to the SGA meeting and informed the group where additional call boxes are going to be installed.

- L. Levy invited everyone to a Faculty publications reception on December 2 at 4:00 p.m. There are two bookcases that are filled with works from various individuals at Valdosta State University. He also invited anyone who has not yet sent their publications to the Library to please do so.
- L. Bell mentioned the date change for the upcoming Legislative Breakfast. The breakfast is now scheduled for Friday, December 10 at 8:00 a.m. in the VIP Room, University Center.

## 6. Adjournment

The meeting adjourned at 4:10 p.m.

Attachment #1

COMMITTEE ON COMMITTEES REPORT  
FACULTY SENATE MEETING  
Thursday, November 18, 2005

1. The Grievance Committee ballots have been received and the results of the election will be announced shortly.
2. Each college and division will be holding elections for the Faculty Senate and General Faculty seats on Statutory Committees. The elections will be held at the end of this semester or the beginning of next semester. These are three-year terms beginning August 1, 2005.

Respectfully submitted,  
Lyle Indergaard, Chair, Committee on Committees

**Report to the Faculty Senate**  
Institutional Planning Committee  
November 17, 2004

Present: Richard Schmertzing, A. Blake Pearce, Joan Futch, Alan Bernstein, Linda Bennett Elder, Mike Holland, Fred Ware, Michael Noll, Marsha Krotseng, and Ruth Salter. Chuck Hudson attended as an invited guest.

Meeting was called to order at 4:00 pm.

The IPC met for the third time in the academic year 2004-2005. At the meeting, the new member Alan Bernstein (Library) was welcomed to the group, Michael Noll reported on the Executive Committee meeting from November 4, and Ruth Salter reported on the UPAC meeting from November 3.

As a first point of discussion, Mr. Hudson explained potential ways to improve the use of BANNER for Advising and Wait-listing. In response to the IPC's recommendations from the meeting last month, Mr. Hudson has already put into motion BANNER improvements which will give advisors more information to use in the advising process, such as the information whether or not a particular student has successfully applied for graduation. Next, Mr. Hudson discussed the possibilities to create wait-lists in BANNER. These could be used as a way to track students who want to register for a class that is full, and to see how many people have submitted their names for the wait-list to allow department heads to add sections for high demand courses. However, it was pointed out that this feature could potentially create unrealistic expectations for students, and that it prevents students from registering for classes that conflict with the wait-list class. The IPC members expressed appreciation for Mr. Hudson's time and efforts to move immediately toward enhancing BANNER's capabilities, and for continuing to consider additional improvements to BANNER.

Another point of discussion was the report on the first meeting of the Communication Task Force from November 16. In its initial discussions, representatives from the students, faculty, and staff shared their specific views on and experiences with communication problems at VSU. Among other things, it was mentioned that too often changes occur in the interpretation of issues from initial source to end receiver (i.e. what people hear in official meetings does not get accurately shared with persons not attending the official meetings / the "telephone -game"). In addition, the question of accountability came up as it is not always clear who the appropriate contact person is regarding specific issues. At its next meeting the Communication Task Force will continue its discussions with the goal of developing action steps that will address communication problems at VSU, so that the task force can eventually make recommendations on how to improve the flow of information between the various structures in our community.

As a final point of discussion, the IPC revisited the issue of Summer Schools in the light of the current budget situation. The IPC would like to strongly encourage department heads and deans to collect data about denials to support the thoughtful and fiscally sound creation of additional summer course sections. In this context it was also pointed out that particularly teachers desperately need certain courses in the summer and/or students whose graduation otherwise

might be delayed due to the lack of course offerings. The IPC also addressed the need for an official source to better explain the VSU funding process for summer schools to the VSU community (i.e. from an accountant's point of view it seems counterproductive to limit the amount of cash flow by reducing the summer teaching by 15% across the board, instead of only cutting courses that don't show enough enrollment and therefore do not provide enough cash flow in terms of tuition and fees).

Meeting adjourned at 5:10 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 (absent)      K. Keppler  
S. Sikes                      J. Gaston  
\*L. Calendrillo          \*P. Gunter  
K. Stanley                  A. Hufft (absent)  
B. Adler                      \*G. Gaumond  
N. Argyle (absent)      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 (absent)          \*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. Briehl (absent)          B. Johnston                  K. McCurdy  
S. Worth                      I. Ellis                      C. Hudson                  K. Hinkle  
L. Minor                      L. Schmertzing              J. Stelzer                  M. Fenster  
J. Hummel (absent)          D. Leech                      K. Ott                      R. Schmertzing

College Of Nursing

L. Floyd                      L. Bell

Division Of Social Work:

M. Meacham

Odum Library:

\*M. Puffer-Rothenberg          E. Yontz

Proxies:

Brian Adler for Phil Gunter  
Wilson Huang for Fred Ware  
James LaPlant for Linda Calendrillo  
Leisa Marshall for Bruce Caster  
Allan Reddy for Cynthia Tori  
Ken Stanley for George Gaumond  
Cheri Tillman for Ginger Macheski  
Elaine Yontz for Maureen Puffer-Rothenberg  
Mike Savoie for Christine James

Charles Johnson for Chris Meyers  
Michael Davey for Amy Aronson-Friedman

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

Visitors:

Bobby Flowers, Council on Staff Affairs  
Marsha Krotseng, Office of Planning  
Chuck Hudson, Registrar  
David Lawton, SGA (Student Government Association)