



FACULTY SENATE

Est. 1991

Chairperson
Ronald M. Zaccari

Vice Chairperson
Louis Levy

Executive Secretary
Mike Meacham

Parliamentarian
John Samaras

Minutes of April 20 2006

[{Members and visitors present}](#)

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

R. Zaccari called the meeting to order and informed the Faculty Senate of the following:

- ◆ R. Zaccari thanked the Environmental Issues Committee (EIC) for their work on creating a campus-wide environmental policy that incorporates a variety of issues (i.e. recycling and campus beautification among others). [A Waste Management and Recycling Policy was presented to the Faculty Senate for approval during the latter part of this meeting.]
- ◆ Chancellor Erroll Davis will visit the VSU campus on April 24. During his visit, the Chancellor will meet with President Zaccari, the President's Cabinet, and representatives of the Faculty Senate, Council on Staff Affairs, Student Government Association, VSU Foundation, Chamber of Commerce, City Council, County Commissioners, as well as community leaders.
- ◆ R. Zaccari thanked the Deans, Department Heads, and Faculty Senate Executive Committee who viewed the VSU Faculty Salary Model and provided feedback regarding the model. He thanked Dr. Marsha Krotseng, Dr. Ruth Salter, and the Strategic Research and Analysis staff for their research and work on the model. The VSU Faculty Salary Model is the first of three studies that will be used to begin systematically tracking salaries of VSU employees. The second study will be conducted by MGT of Tallahassee, Florida and will be a thorough review of staff salaries. The third study will be a review of administrative salaries. President Zaccari's salary will not be included in the administrative study because his salary is established by the Board of Regents.

R. Zaccari previously charged Strategic Research and Analysis to establish a salary database that could be updated each year. The data should come from a systematic pool, preferably a national system of data collection from which to draw comparisons to institutions similar to VSU. These peer institutions would be comparable in enrollment, annual budgets and Carnegie classification. He also requested that the developed model be unique to VSU. Internal analysis, external analysis and compression are key factors in this model. The goal is to provide benchmarking data that would allow VSU to bring a

deliberate and incremental process to full implementation of the data within three successive years and then use annual updates to maintain the 100% standard from that point forward. Reaching that goal depends on available annual budget allocations. The model will annually communicate updated salary data to each faculty member, dean, and department head. Any adjustments given to faculty from this plan are in addition to merit. No merit pool funds will be used to support this salary model. No merit evaluations of the previous three years are used in this model. This is purely a data driven system. However, department heads and deans will continue to annually evaluate faculty. At the end of the three-year phase in plan, merit evaluations will be factored into the updated Faculty Salary Model.

- ◆ On May 1, R. Zaccari will meet with a task force that L. Levy has appointed to review and improve faculty evaluations. The group will discuss a conceptual plan for the implementation of new evaluations. However, faculty will have an opportunity for input before any new plan is implemented.
- ◆ R. Zaccari introduced Dr. Marsha Krotseng, Associate Vice President for Strategic Research and Analysis, who presented the VSU Faculty Salary Model.

M. Krotseng began by thanking Dr. Ruth Salter, Director for Data Integration and Analysis, for her role in the study which included examining the research base and analyzing the statistical data. R. Zaccari charged Strategic Research and Analysis (SRA) with putting together a unique model that is statistically sound to help everyone better understand how faculty are compensated at VSU.

The model focuses on three research questions: 1) How do faculty salaries at VSU compare externally based on mean (average) salaries at peer institutions?; 2) How do faculty salaries at VSU compare internally?; and 3) How do salaries of recent hires compare with those of more senior faculty at VSU? These three questions correspond to the three distinct components of the model: 1) External Market Comparison; 2) Internal Equity; and 3) Compression.

As of November 1, 2005 there were 435 full-time instructional faculty at VSU. The salary base that was used for these 435 faculty is from January 1, 2006. The January 1 date was chosen because the merit increases took effect in January of this year and it was imperative to use the most up-to-date salary information for the model. This includes 9-month and 12-month faculty. To provide accurate comparisons, 12-month salaries were converted to 9-month salaries. M. Krotseng then described the three components of the Salary Model.

External Market Component:

Information was obtained from the College and University Professional Association for Human Resources (CUPA-HR), the major national organization relating to personnel issues in higher education. CUPA-HR has a solid database which includes breakdowns by academic rank and discipline. This is the only national database that offers that level of detail on faculty salaries.

Public, Master's I, non-collective bargaining institutions were used for the comparisons. This resulted in a group of 103 institutions, including 7 institutions from the designated Board of Regents peer institutions and 6 other Georgia institutions.

With this database of average faculty salaries across each rank and within each discipline at these 103 institutions, the salaries of the 435 VSU faculty were compared with the reported mean (or average) salary for the appropriate rank and that discipline. The results were reviewed to see if individual VSU faculty members were above, equal to, or below the CUPA-HR mean. This comparison found that individual salaries at VSU ranged from 72% up to 136% percent. Based on this information we can calculate the dollar value that it would take to bring all the salaries that were below the CUPA-HR mean up to the mean. Only salary dollars were viewed during this part of the process. Benefits were not taken into consideration during this phase. Since this is likely to require considerable funds, the implementation will have to occur in phases.

Internal Equity Component:

The second component of the model compares VSU salaries internally. Salary predictors including academic rank, discipline, years of service at VSU, highest degree earned and tenure status were used to arrive at an expected salary range. Individual salaries below that range will be identified, and a dollar amount to bring them up to that range can be calculated.

Compression:

The third component of the model compares the salaries of recent hires with the salaries of more senior faculty at VSU. Salary predictors including the CUPA-HR mean salary, years of service at VSU, highest degree earned, tenure status, college, university experience prior to VSU, and administrative experience at VSU were used to arrive at an expected salary range. This information was reviewed university-wide as well as within each college. The salaries of more senior faculty members who fall below this range can be identified, and a dollar amount can be assigned to bring them up to that range.

M. Krotseng reiterated the fact that for the next three years no merit evaluations of previous years will be used in this model. However, three years from now merit evaluations will become an integral part of this process.

M. Krotseng provided a snapshot of three hypothetical examples for review. These hypothetical examples illustrate that the model works in 3 steps. First, salaries will be reviewed based on the External Market Comparison. Next, they will be reviewed for Internal Equity. Any salaries that are still low after adjusting for the External Market can be further adjusted based on Internal Equity findings. After these adjustments are made, the Compression analysis will then be used to indicate if there are any senior faculty members whose salaries still appear low. Upon conclusion of the Powerpoint presentation M. Krotseng and R. Zaccari responded to questions from Faculty Senators. M. Krotseng requested additional feedback from the Faculty Senators via an email questionnaire that will

be sent the next day. After reviewing the feedback, M. Krotseng, R. Salter, L. Levy and R. Zaccari will have a follow-up meeting with the deans and department heads.

Faculty will receive their personal report during the 2006 Fall semester.

Note: The Faculty Salary Model Powerpoint presentation is available via the following link on the Faculty Senate website.

http://www.valdosta.edu/sra/presentations/Model_Faculty_Senate_4-20-06.pps

R. Zaccari turned the meeting over to M. Meacham. M. Meacham read the list of proxies.

2. Approval of the minutes of the March 23, 2006 meeting of the Faculty Senate.

The minutes were approved.

3. New business

a. The Environmental Issues Committee presented a new recycling policy ([Attachment 1](#))

B. Bergstrom, on behalf of the Environmental Issues Committee, presented the Valdosta State University Waste Management and Recycling Policy for the Senate's approval. This policy is one piece of several which will eventually compile a complete overall environmental policy. For example, a tree preservation policy was approved in 1993 and was revised in 2001. Additionally, a lighting policy was approved in 2001. The EIC is currently working on an energy conservation policy which, if approved at a future date, will become another part of the overall environmental policy.

After a lengthy discussion, the Waste Management and Recycling Policy was approved as presented by the Environmental Issues Committee.

4. Old Business

a. Report from the Executive Secretary

M. Meacham reminded committee chairs that end-of-the-year reports are scheduled to be presented to the Senate at the May meeting.

5. General Discussion

M. Noll inquired about the status of combining the Faculty Development grants. S. Lahr stated the issue is currently being discussed by the Faculty Development and Research Committee.

6. Adjournment

The meeting adjourned at 5:10 p.m.

Attachment 1

VALDOSTA STATE UNIVERSITY WASTE MANAGEMENT AND RECYCLING POLICY

Overview.--Valdosta State University will dispose of all waste generated in campus facilities in compliance with federal and State of Georgia regulations, University System of Georgia Board of Regents policies, and county and city government regulations, and additionally as specified in this policy.

MANDATE AND RATIONALE FOR RECYCLING

Valdosta State University will have a campus-wide program for the collection waste and recycling of materials used in large quantities by the campus community and otherwise discarded on campus, to include, but not necessarily limited to the following: white paper, newspaper, cardboard, aluminum cans, and plastic beverage bottles. In addition to the fact that we are an agency of the State of Georgia, and therefore mandated by the 1990 Georgia Solid Waste Management Act to have a waste reduction and recycling program, and that we are a unit of the University System of Georgia, which mandates that each campus "practice waste minimization and pollution prevention by adopting recycling programs for all appropriate materials, purchasing recycled products, substituting less hazardous materials and establishing micro-scale chemistry operations (USG Board of Regents Policy Manual 916.g)," we should also recycle for all of the following reasons:

- 1) Recycling saves landfill space (each ton of paper saves three cubic yards, a ton of aluminum cans 10 cubic yards, a ton of plastic bottles 30 cubic yards) and land filling costs, which are rising;
- 2) Recycling saves natural resources; each ton of recycled paper can save 17 trees, 380 gallons of oil and 7,000 gallons of water; a ton of recycled aluminum saves over 16,000 gallons of water;
- 3) Recycling saves energy; each ton of recycled paper can save 4,000 kilowatt-hours, a ton of aluminum 14,000 kilowatt-hours;
- 4) Recycling reduces pollution; each ton of recycled paper reduces air pollutants by 60 pounds and produces virtually no dioxin (the most carcinogenic chemical known), which is a water-polluting byproduct of the bleaching of raw wood pulp;
- 5) Recycling is an engine of economic development, creating jobs in the local community; recycling a ton of paper creates 5 times as many jobs as producing paper from raw materials; incinerating 10,000 tons of waste creates one job, land filling the same amount creates 6 jobs, and recycling that amount creates 36 jobs;
- 6) VSU, as the leading educational institution for the south Georgia region, must lead by example in an effort to increase recycling regionally; our increasingly cosmopolitan student body and faculty expect it; a 2005 study by the South Georgia Regional Development Commission found that annually in the ten-county region over 45,000 tons (62% of the municipal waste stream, and including over 13,000 tons of cardboard alone) of recyclable materials are land filled.

WASTE REDUCTION AND PURCHASING POLICY STATEMENT

All divisions and units of the university should study and attempt to minimize their consumption of disposable materials, including but not limited to those mentioned above. This should include reducing use of paper where electronic alternatives exist, double-sided copying of any multi-paged documents, especially those copied in quantities, and purchasing products such as copier paper with high post-consumer recycled content, unbleached and recycled paper towels, and the like. Waste-reducing alternatives to the use of paper towels are also encouraged. Alternatives to the use of polystyrene (Styrofoam) cups and containers are especially encouraged, because this material is non-degradable, takes up more landfill space per unit weight than any other material,

and is not usually accepted by recycling programs. Divisions and units should also purchase products that include recycled content such as but not limited to copier paper and file folders.

OTHER WASTE MATERIALS ALREADY RECEIVING SPECIAL HANDLING, INCLUDING RECYCLING

This policy assumes that certain hazardous and other special materials will continue to be recycled or kept separate from the municipal waste stream by Valdosta State University as they have been in past, according to state and federal regulations. These include motor oils and similar fluids, batteries, fluorescent, sodium and other special light bulbs, biomedical waste, and chemical and laboratory wastes. The Office of Environmental and Occupational Safety will keep lists of these items, publish safe procedures for dealing with these materials in the waste stream, and monitor and manage the programs dealing with disposal or recycling of these items. Recycling of copier toner cartridges through the vender is a common practice for departments and is encouraged to be continued.

IMPLEMENTATION AND OVERSIGHT - WHO NEEDS TO KNOW, COMPLY WITH, AND ENFORCE THIS POLICY

Division of Plant Operations

Waste management and recycling collection will be managed by the director and personnel of the Division of Plant Operations (and Office of Environmental and Occupational Safety as mentioned above). The director of Plant Operations will appoint a manager of the waste management and recycling program and shall commit necessary resources to enable the completion of the following tasks:

1. Organize the collection of recyclable materials from all campus buildings and facilities by coordinating with custodial staff to facilitate collection from conveniently located collection containers. Waste management containers (adjacent receptacles for trash [garbage], plastic, paper, and glass) must be conveniently placed in all public areas of campus facilities.
2. Oversee the transportation of collected materials to centralized storage or disposal facilities.
3. Coordinate with local government and private recycling companies for the final collection and disposal of materials.
4. Maintain records of all waste disposal and recycling materials and attendant expenses and revenues.
5. Serve as an ad hoc member of the Environmental Issues Committee and the Recycling Subcommittee and attending a minimum of one of each committee meetings per semester to ensure compliance with these policies

The Division of Plant Operations coordinates with other division directors (food service, custodial, etc.) in a campus wide waste removal and waste reduction (recycling) program. Included in the reduction program are the disposal of office paper, cardboard, glass, aluminum cans, newspaper, and numerous other commodities such as electronic parts that are considered recyclable. All hazardous waste materials will be disposed of in accordance with standards, guidelines, and regulations issued by federal, state, and local authorities.

Environmental Issues Committee of the Faculty Senate

The Environmental Issues Committee of the Faculty Senate, which includes representation from Office of Environmental and Occupational Safety, Plant Operations, Office of Finance and Administration, student body, and classified staff, will be involved in collaboration with the Valdosta State University administration by its various boards, committees, and councils, and with other campus and community groups in developing and implementing procedures for an ongoing and successful campus-wide waste reduction and recycling program.

Independent contractors, private companies, and individuals that provide services

Companies or individuals involved with but not limited to campus construction and renovation, including all private vendors providing on campus services, such as food service, must adhere to Valdosta State University policies regarding waste disposal and recycling.

Architects, contractors, and any companies or individuals involved with the long-range physical development of campus facilities must plan, coordinate their plans with the director of Division of Plant Operations to ensure that the designs of new/renovated buildings (including related utilities/infrastructure) include convenient facilities that promote safe and efficient waste removal (including hazardous waste) and recycling. During construction and/or renovation, practices must be observed that minimize waste and encourage recycling.

Faculty, staff, and students

Faculty, staff, and students not directly involved with the physical handling of waste and recycling should be aware of Valdosta State University's commitment to proper management of waste and recycling. Convenient placement and routine maintenance of combination waste and recycling containers in offices (including office paper recycling bins), classrooms, parking areas, and all campus facilities should encourage good waste management.

POLICY DEFINITIONS

Biomedical waste - pathological waste, biological waste cultures and stocks of infectious agents and associated biologicals, contaminated animal carcasses (body parts, their bedding, and other wastes from such animals), sharps, chemotherapy waste, discarded medical equipment and parts, not including expendable supplies and materials which have not been decontaminated.

Construction or demolition waste - waste building materials and rubble resulting from construction, remodeling, repair, or demolition operations on pavements, houses, commercial buildings, and other structures. Such waste includes but is not limited to waste containing asbestos, wood, bricks, metal, concrete, wallboard, paper, cardboard, and other nonputrescible wastes associated with construction and demolition activities which have a low potential for ground-water contamination.

Hazardous waste - any substance listed as a hazardous constituent in regulations promulgated pursuant to the federal act by the administrator of the United States Environmental Protection Agency which are in force and effect on February 1, 2004, codified as Appendix VIII to 40 C.F.R. Part 261.

Recycling - any process by which materials which would otherwise become solid waste are collected, separated, or processed and reused or returned to use in the form of raw materials or products.

Appendix I.

From the Georgia Comprehensive Solid Waste Management Act:

12-8-21-paragraph b

It is further declared to be the policy of the State of Georgia to educate and encourage generators and handlers of solid waste to reduce and minimize to the greatest extent

possible the amount of solid waste which requires collection, treatment, or disposal through source reduction, reuse, composting, recycling, and other methods and to promote markets for and engage in the purchase of goods made from recovered materials and goods which are recyclable.

12-8-21-paragraph c

It is the intent of the General Assembly that every effort be undertaken to reduce on a state-wide per capita basis the amount of municipal solid waste being received at disposal facilities.

From the City of Valdosta:

The city promotes residential recycling. The city recycles the following items: cardboard boxes, plastics (numbers 1, 2, 3, 5, 7 only), tin cans, aluminum cans, newspaper, and glass (clear, brown, and green).

From Lowndes County:

Solid Waste Collections: Operate eight (8) manned collection sites throughout the County where citizens can bring recyclable and non-recyclable household garbage from their residences. The division administers contracts for disposal of recyclables.

Relevant Web Links:

VSU Environmental Issues Committee

<http://www.valdosta.edu/eic/>

VSU Office of Environmental and Occupational Safety

<http://services.valdosta.edu/safety/>

Georgia Recycling Coalition

<http://www.georgiarecycles.org/>

Georgia Department of Community Affairs – Environmental Management

<http://www.dca.state.ga.us/development/EnvironmentalManagement/index.asp>

WHO HAS APPROVED AND SUPPORTED THIS POLICY

Board of Regents

President

Faculty Senate

Environmental Issues Committee: passed 9 March 2006

Supporting Documentation

From the Policy Manual of the Board of Regents: Section 916

The Board of Regents of the University System of Georgia is strongly committed to protecting the environment and human health and safety in all of its operations. In working to meet this commitment, the Board of Regents recognizes that pro-active efforts must be made to ensure that sound environmental, health and safety planning is integrated into every level of University System decision making.

Effective environmental, health and safety performance is important to the Board of Regents and its institutions in relationships with students, faculty, staff, community neighbors, legislators, regulatory agencies and the general public. To assist the institutions of the University System of Georgia in living up to the ideals of this policy, the following requirements are hereby established:

Each institution within the University System of Georgia shall:

- A. Comply with all applicable environmental, health and safety laws and regulations. In the absence of specific laws or regulations, good management practices shall be followed;
- B. Develop, follow and continuously improve environmental, health and safety programs, including emergency action plans, for all facilities and operations;
- C. Perform periodic environmental, health and safety reviews of facilities and programs to correct deficiencies, establish goals and identify funding priorities;
- D. Designate a specific individual to coordinate environmental, health and safety affairs for the institution. This individual shall be a key member of each institution's administrative leadership team and shall be supported with appropriate resources;
- E. Promote environmental, health and safety awareness among all faculty, staff and students by providing administrative support and appropriate resources for training and program implementation;
- F. Design, construct and operate all facilities in a manner that protects the health and safety of the occupants and the environment. Environmental, health and safety factors shall be an integral part of each institution's master planning efforts;
- G. Practice waste minimization and pollution prevention by adopting recycling programs for all appropriate materials, purchasing recycled products, substituting less hazardous materials and establishing micro-scale chemistry operations;
- H. Recognize the relationship between energy and the environment and implement strategies such as energy-efficient facility lighting and equipment upgrades and alternative fuel vehicles, where appropriate;
- I. Work cooperatively with government, industry and other organizations in developing reasonable and cost-effective environmental, health and safety legislation and regulations which protect the environment and human health; and
- J. Serve as environmentally responsible neighbors and promote sustainable development on campus properties and in local communities (BR Minutes, March, 1994, p. 20).

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:

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

College of the Arts:

F. Barnas	J. Bowland
J. Brashier	R. Haptonstall
*L. Indergaard	S. Lahr
E. Nielsen	M. Schmidt

College Of Arts and Sciences:

*R. Amesbury	*A. Aronson-Friedman	*C. Barnbaum	B. Bergstrom
D. Boyd	R. Carter	M. Davey	W. Huang
C. James	J. LaPlant	A. Lazari (absent)	G. Macheski
P. Moch	M. Noll	C. Peguesse	*E. Pugh
J. Rickman	J. Samaras	C. Tillman	J. Wang
J. Whitehead	M. Williams		

College Of Business Administration:

B. Caster	L. Marshall	J. Muncy	C. Tori
F. Ware			

College of Education:

S. Andrews	C. Barnett	D. Briihl	M. Fenster
K. Hinkle (absent)	C. Hudson	J. Hummel	*D. Leech
Y. Mat Som (absent)	K. McCurdy (absent)	L. Minor	K. Ott (absent)
N. Scheetz	L. Schmertzling	R. Schmertzling	*J. Stelzer

College Of Nursing

L. Bell	L. Floyd
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Division Of Social Work:

M. Meacham

Odum Library:

A. Price	E. Yontz
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Proxies:

Elaine Yontz for Lyle Indergaard
Kurt Keppler for Scott Sikes
Lynn Bell for Anita Hufft
Wilson Huang for Richard Amesbury
Michael Noll for Cecilia Barnbaum
Richard Schmertzling for Don Leech
Jane Whitehead for Eneida Pugh
Lorraine Schmertzling for Jiri Stelzer
Michael Davey for Amy Aronson-Friedman

Student Government Association (non-voting)
President of the SGA: Keith Flemming (absent)

Visitors:

Chuck Hudson, Registrar

Mylan Redfern, Mathematics and Computer Science

Bob Bauer, Psychology and Counseling

Marsha Krotseng, Strategic Research and Analysis

Walter Peacock, Admissions