



# FACULTY SENATE Est. 1991

Tracy Woodard-Meyers    Ed Walker    Diane Holliman    Aubrey Fowler  
President    President Elect/Vice President    Secretary    Parliamentarian

## Faculty Senate Agenda April 18, 2013 University Magnolia Room

For the benefit of record keeping, we ask that senators and visitors please identify themselves when speaking to an issue during the meeting. Please use the microphones to assist with accurate recording. All senators must sign the roster in order to be counted present. If you have a senator's proxy, please place their name tag beside your name tag on the table in front of you.

Items in **bold print** are items that require action by the Faculty Senate. Other items are for information only.

1. Call to Order by Tracy Woodard-Meyers followed by a **10 minute Question and Answer session:** President McKinney and Dr. Karla Hull, Acting VPAA. *Questions have been submitted anonymously from the faculty.*

2. **Approval of the minutes of the March 28, 2013 meeting of the Faculty Senate.**  
<http://ww2.valdosta.edu/facsen/meeting/minutes/index.shtml> (See link for minutes from March 28, 2013)

3. New business

a. Report from the Academic Committee –Catherine Schaeffer & Melissa Benton

**Approval of April minutes** <http://www.valdosta.edu/academics/registrar/academic-committee.php> (See link for April minutes)

b. Report from the Committee on Committees –Miryam Espinosa-Dulanto  
[meespinosadulant@valdosta.edu](mailto:meespinosadulant@valdosta.edu) (See Attachment A: EIC bylaws)

c. Report from the Institutional Planning Committee – Aubrey Fowler [arfowler@valdosta.edu](mailto:arfowler@valdosta.edu) (See Attachment B for **FINAL WEEK RECONSIDERATION & FACULTY GRADES DUE DATE RECONSIDERATION**)

d. Report from the Faculty Affairs Committee –Karl Paoletti [kppaoletti@valdosta.edu](mailto:kppaoletti@valdosta.edu)

e. Report from the Faculty Grievance Committee – John Dunn [jdunn@valdosta.edu](mailto:jdunn@valdosta.edu)

f. Report from the President–Tracy Woodard-Meyers [tmeyers@valdosta.edu](mailto:tmeyers@valdosta.edu)

1. End of the year Committee Reports are due to Tracy-Woodard-Meyers, President, by May 2, 2013.
2. New Senator Orientation—James Archibald
3. **Elections for Planning and Budget Committee representative**  
**Nominations-Said Fares; Michael Noll (and nominations from the floor)**
4. **Elections for Senate Executive Committee 2013-2014**  
Past President-Tracy Woodard-Meyers  
President-Ed Walker  
**President Elect/Vice President: Aubrey Fowler, Peggy Moch (and nominations from the floor)**  
**Secretary: Diane Holliman (and nominations from the floor)**  
**Parliamentarian: (Nominations from the floor)**
5. SOIs procedures-*Remanded to Faculty Affairs Committee*
6. VSU Annual Faculty Evaluation form (**See Attachment C**) *Remanded to Faculty Affairs Committee with Michael Schmidt to assist.*

4. . Old Business **a. Report from Environmental Issues Committee (EIC)** David Kuhlmeier [dbkuhlmeier@valdosta.edu](mailto:dbkuhlmeier@valdosta.edu) (See Attachment D)

**b. Report from Faculty Scholarship and Research Committee** Lynn Adams [ladams@valdosta.edu](mailto:ladams@valdosta.edu) (See Attachment E)

**c. Report from Technology Committee** Jessica Baxter [jmbaxter@valdosta.edu](mailto:jmbaxter@valdosta.edu) -option to discontinue the Technology committee

8. Discussion - Tobacco Free Campus Summit—Traci Gosier, Becky Murphy & Tamelonie Thomas

9. Adjournment

## Attachment A

### BYLAWS ENVIRONMENTAL ISSUES COMMITTEE

Article I            Name

The Environmental Issues is a Standing Committee of the Faculty Senate (Senate Bylaws, Art. II, Sec. 3 (i) 9) with the following charge:

Environmental Issues Committee: to review and recommend policies and procedures pertinent to environmental issues as they relate to recycling, facilities use, campus beautification and stewardship, and traffic planning.

Article II            Members

Section 1:            Selection

Members of the Environmental Issues Committee are appointed by the Committee on Committees. As possible, membership is assigned to properly represent each school of the University, the Odum Library and the Division of Social Work (Senate Bylaws, Art. II, Sec. 3 (a)).

Section 2: Membership

- a) Two of the members must be Senators, one of whom is the Chairperson (Senate Bylaws, Art II, Sec. 3 (c)) as voting members.
- b) One member is a student recommended by the President of the SGA (Senate Bylaws, Art. II, Sec 3 (b)) as a non-voting member.
- c) One member is a staff member elected by the Council on Staff Affairs as a voting member.
- d) The Past Chairman will remain on the Committee for one year as a voting member.
- e) Ex Officio members are appointed by the Committee on Committees. All ex officio members on the Environmental Issues Committee will be nonvoting members. The Committee may nominate ex officio members to the Committee by sending a request in writing to the Committee on Committees.
- f) Subcommittee members do not need to be faculty or Senators and are chosen solely by the Environmental Issues Committee. All Committee members will serve on a subcommittee.

Section 3: Terms

- a) All Committee members serve three-year terms. Terms are staggered by the Committee on Committees (Senate Bylaws, Art. II, Sec 5 (a, b, c)). Terms of Committee members and the Chairperson begin on August 1 and end on July 31.
- b) Attendance: each appointed member must attend at least one meeting per semester.
- c) Subcommittee terms are determined by the Committee.

Section 4: Resignations

Resigning members must submit to the Chairperson of the Committee a written resignation. A copy of all resignations must be submitted in writing to the Committee on Committees within a week of the resignation by the Committee Chairperson. The Committee on Committees appoints replacements (Senate Bylaws, Art. II, Sec. 5 (h)).

Article III Officers

- a) Chairperson: The Chairperson of the Committee must be a Senator, is appointed by the Committee on Committees, and serves a one-year, renewable term (Senate Bylaws, Art. II, Sec. 3 (g)).
- b) Subcommittee Chairperson: The chairperson of each subcommittee is determined by the Environmental Issues Committee.
- c) Secretary: The Chairperson-Elect should act as secretary, keeping written minutes of the Committee meetings, distributing the minutes in a timely manner, including placing a copy in the Odum Library within two weeks of each called meeting (Senate Bylaws, Art. II, Sec. 6).

Article IV Subcommittees

- a) The Environmental Issues Committee may create subcommittees, which may include non-committee personnel (Senate Bylaws, Art. II, Sec. 3 (h)).

- b) The Chairperson of the Environmental Issues Committee will inform the Committee on Committees of membership of each subcommittee in time to include them in the Fall listing of the Faculty Handbook.
- c) The specific standing subcommittees and their responsibilities.
  - 19. Campus Beautification and Stewardship is the body designated by the VSU Tree Preservation and Maintenance Policy that the administration is required to consult regarding any and all proposals for tree removals on campus. The subcommittee also works with Plant Operations (Grounds) to oversee, enforce and implement other aspects of the TPMP, including care, maintenance, and planning for new plantings and landscaping. The subcommittee is charged with approving expenditures from the Jewel Whitehead endowment for the purpose of campus beautification.
  - 20. Energy Conservation and Facilities is responsible for evaluating energy usage on campus in both internal and external environments and making recommendations for ways in which energy conservation can be attained. ECF will also work with the VSU Administration in overseeing and implementing the VSU Campus Outdoor Lighting Policy
  - 21. Recycling is responsible for recommendations regarding institutional policies or improvements in the areas of recycling and pertinent maintenance practices. The subcommittee seeks to work closely with Plant Operations and other relevant administrative units to promote goals of recycling and waste reduction in support of a better environment.
  - 22. Traffic and Parking Planning is responsible for recommendations regarding institutional policies and improvements in the areas of planning for traffic and parking, specifically with regard to the campus and community environment.
- d) The Environmental Issues Committee will approve the chairperson of each of its subcommittees. The chairperson of each subcommittee will be a faculty member of the Environmental Issues Committee.
- e) Reports from the subcommittees will be presented to the Chairperson of the Environmental Issues Committee prior to each of the Committee's two required semester meetings (Senate Bylaws, Art. II, Sec. 1).

Article V Procedures

- 1. On or before October 1, the Committee will discharge the following responsibilities (Senate Bylaws, Art. II, Sec. 6 (a 1-3)):
  - 1. Set the schedule for regular meetings and so inform the Committee on Committees. The Committee on Committees will publish the schedule to be included in the Faculty Handbook.
  - 2. Submit to the Executive Committee of the Faculty Senate a report containing an assessment of the Committee's charge and its annual goals.
  - 3. Submit written rules governing procedures to the Executive Secretary of the Faculty Senate and place a copy of these rules on reserve in the Odum Library.
- b) All proposals, recommendations, reports, and any other material to be presented for consideration to the Environmental Issues Committee must be submitted to the Committee Chairperson.
- c) All Committee meetings are open.
- d) Guests of the Committee will be allowed to speak only by expressed permission of the Committee.
- e) Substantive minutes and/or records of deliberations of the Committee will be kept. Copies of the minutes, reports, proposals, recommendations, and all other documents will be placed on reserve in the Odum

Library no later than two weeks after a Committee meeting. At the end of the year, these Committee records will be collected and placed in the University archives in the Odum Library.

- f) An annual report will be prepared and submitted to the Executive Secretary of the Faculty Senate by April 30.
- g) A quorum to carry on the business of the Committee will be one-half of the voting membership.
- h) Proxies will be allowed for Committee members who are unable to attend Committee meetings, but can only be given to other Committee members. The Chairperson of the Committee must be notified of proxies prior to the meeting. No person may hold more than one proxy at any meeting.
- i) Voting will be by a show of hands, unless otherwise ordered by the Committee. A majority of votes will carry an issue. Any Committee member may request a written ballot on any issue.

#### Article VI Amendments

The Bylaws of the Environmental Issues Committee may be amended by a majority vote of the Committee. Proposed amendments to the Bylaws must be submitted by Committee members to the Chairperson in a timely manner for review, discussion and possible action.

### **Attachment B - Institutional Planning Committee**

#### **FINALS WEEK RECONSIDERATION**

In order to provide students with a schedule much more conducive to multiple final exams; faculty with additional time to grade exams, papers, and other projects; and the entire university with a more effective schedule during final exam week; we, the faculty senate, recommend the following change to the week of finals beginning the Fall Semester of 2014: Remove the designated "dead day" (Tuesday of finals week) from the schedule and move the Monday (a teaching day) from finals week to another day in the semester schedule (e.g., the beginning of the semester), extending the finals week to a true week of Monday through Friday. Such a recommendation includes the following secondary recommendation: Move the start of the semester to the Wednesday before the traditional Monday start which will allow for that extra teaching day that has traditionally occurred during finals week and allows for two extra days that can be removed from elsewhere in the schedule.

#### **FACULTY GRADES DUE DATE RECONSIDERATION**

Currently, the due date for student grades to be turned in to the registrar's office is 9:00 AM on the Monday following finals week. We, the faculty senate, recommend the following change to that time that final grades are due: Move the time that final grades are due from Monday at 9:00 AM to Monday at 3:00 PM. So doing will provide enough time for faculty with a considerable number of papers and projects to grade the time to do so appropriately. Additionally, it will provide an additional opportunity for those faculty who are too busy grading to attend graduation to actually attend graduation.

### **Attachment C**

I'd like to ask the Senate to revisit the VSU Annual Faculty Evaluation form, that unit/department heads use. The 2 assessment standards of "Satisfactory" and "Unsatisfactory" do not offer a fair assessment of faculty accomplishment or performance.

**Why is a Department Head forced into a "pass/fail system" for faculty evaluations?** In the BOR T&P of Faculty Sections, terms like Outstanding, Noteworthy and Superior are used. The faculty evaluation letter/report may include terms besides "Sat/Unsat" however, in the end, one of those two terms must be circled.

### **Attachment D**

From link

[http://ww2.valdosta.edu/facsen/documents/EnvironmentalManagementPlanwithPreamble\\_080327.pdf](http://ww2.valdosta.edu/facsen/documents/EnvironmentalManagementPlanwithPreamble_080327.pdf)

For the VSU Environmental Management Plan page 64. The last sentence of the first paragraph under the heading “Policy” currently reads “Long-term plans should promote new plantings that will increase the diversity of native species, contain more canopy species, and enhance fall color.” This should change to “Long-term plans should promote new plantings that will increase the diversity of native species (See Table 1), contain more canopy species, and enhance fall color.”

**Table 1: Valdosta State University List of Recommended Native Trees & Shrubs**

<i>Acer barbatum</i> Florida maple	<i>Ilex opaca</i> American holly	<i>Quercus laurifolia</i> diamond-leaf oak
<i>Acer drummondii</i> Drummond maple	<i>Ilex vomitoria</i> yaupon holly	<i>Quercus lyrata</i> overcup oak
<i>Acer leucoderme</i> chalk maple	<i>Illicium floridanum</i> Florida anise	<i>Quercus margarettae</i> sand post-oak
<i>Acer rubrum</i> red maple	<i>Illicium parviflorum</i> star anise	<i>Quercus marilandica</i> black-jack oak
<i>Acer saccharinum</i> silver maple	<i>Juniperus virginiana</i> var. <i>silicicola</i> [=J. <i>silicicola</i> ] southern red cedar	<i>Quercus michauxii</i> swamp chestnut-oak
<i>Aesculus parviflora</i> bottlebrush buckeye	<i>Juniperus virginiana</i> var. <i>virginiana</i> eastern red cedar	<i>Quercus muehlenbergii</i> chinkapin oak
<i>Aesculus pavia</i> red buckeye	<i>Liquidambar styraciflua</i> sweetgum	<i>Quercus pagoda</i> cherrybark oak
<i>Alnus serrulata</i> alder	<i>Liriodendron tulipifera</i> yellow poplar	<i>Quercus phellos</i> willow oak
<i>Amelanchier arborea</i> downy serviceberry	<i>Lyonia ferruginea</i> stagger-bush	<i>Quercus shumardii</i> Shumard oak
<i>Aralia spinosa</i> devil's walking stick	<i>Magnolia ashei</i> Ashe magnolia	<i>Quercus stellata</i> post oak
<i>Asimina parviflora</i> dwarf pawpaw	<i>Magnolia grandiflora</i> bullbay magnolia	<i>Quercus velutina</i> black oak
<i>Betula nigra</i> river-birch	<i>Magnolia macrophylla</i> bigleaf magnolia	<i>Quercus virginiana</i> live oak
<i>Bumelia lanuginosa</i> gum bumelia	<i>Magnolia pyramidata</i> pyramid magnolia	<i>Rhamnus carolinianus</i> [=Frangula <i>caroliniana</i> ] Carolina buckthorn
<i>Carpinus caroliniana</i> eastern hornbeam	<i>Magnolia tripetala</i> umbrella magnolia	<i>Rhapidophyllum hystrix</i> needle-palm
<i>Carya cordiformis</i> bitternut hickory	<i>Magnolia virginiana</i> sweetbay magnolia	<i>Rhododendron canescens</i> pink honeysuckle
<i>Carya glabra</i> pignut hickory	<i>Malus angustifolia</i> southern crabapple	<i>Rhododendron viscosum</i> swamp azalea
<i>Carya myristiciformis</i> nutmeg hickory	<i>Morus rubra</i> red mulberry	<i>Rhus copallinum</i> winged sumac
<i>Carya pallida</i> sand hickory	<i>Myrica cerifera</i> wax-myrtle	<i>Rhus glabra</i> smooth sumac
<i>Carya tomentosa</i> mockernut hickory	<i>Nyssa aquatica</i> water tupelo	<i>Robinia pseudoacacia</i> black locust
<i>Castanea pumila</i> chinkapin	<i>Nyssa biflora</i> swamp blackgum	<i>Sabal minor</i> blue-stem palmetto
<i>Catalpa bignonioides</i> Southern catalpa	<i>Nyssa ogeche</i> ogeechee gum	<i>Sabal palmetto</i> cabbage-palm
<i>Celtis laevigata</i> hackberry	<i>Nyssa sylvatica</i> black gum	<i>Salix caroliniana</i> Carolina willow
<i>Cephalanthus occidentalis</i> button-bush	<i>Osmanthus americanus</i> [Cartrema <i>americana</i> ] wild olive	<i>Salix nigra</i> black willow
<i>Cercis canadensis</i> redbud	<i>Ostrya virginiana</i> hophornbeam	<i>Sambucus canadensis</i> elderberry
<i>Chamaecyparis thyoides</i> Atlantic white cedar	<i>Persea borbonia</i> red bay	<i>Sassafras albidum</i> sassafras
<i>Chionanthus virginicus</i> fringe-tree	<i>Persea palustris</i> swamp bay	<i>Serenoa repens</i> saw-palmetto
<i>Clethra alnifolia</i> sweet pepperbush	<i>Pinckneya bracteata</i> Georgia feverbark	<i>Stewartia malacodendron</i> silky camellia
<i>Cliftonia monophylla</i> black titi	<i>Pinus echinata</i> shortleaf pine	<i>Styrax americana</i> American snowbell
<i>Cornus alternifolia</i> alternate leaf dogwood	<i>Pinus glabra</i> spruce pine	<i>Styrax grandifolia</i> bigleaf snowbell
<i>Cornus florida</i> dogwood	<i>Pinus palustris</i> longleaf pine	<i>Symplocos tinctoria</i> horse-sugar
<i>Crataegus marshallii</i> parsley haw	<i>Pinus serotina</i> pond pine	<i>Taxodium distichum</i> var. <i>distichum</i> bald cypress
<i>Crataegus phaenopyrum</i> Washington thorn	<i>Pinus taeda</i> loblolly pine	<i>Taxodium distichum</i> var. <i>imbricarium</i> [=T. <i>ascendens</i> ] pond cypress
<i>Crataegus pulcherrima</i> beautiful hawthorn	<i>Platanus occidentalis</i> sycamore	<i>Tilia americana</i> basswood
<i>Cyrilla racemiflora</i> white titi	<i>Populus deltoides</i> cottonwood	<i>Ulmusalata</i> winged elm
<i>Diospyros virginiana</i> persimmon	<i>Populus heterophylla</i> swamp cottonwood	<i>Ulmus americana</i> American elm
<i>Fagus grandifolia</i> American beech	<i>Prunus alabamensis</i> Alabama cherry	<i>Ulmus crassifolia</i> cedar elm
<i>Fraxinus americana</i> white ash	<i>Prunus caroliniana</i> Carolina laurel-cherry	<i>Ulmus rubra</i> slippery elm
<i>Fraxinus pennsylvanica</i> green ash	<i>Prunus serotina</i> black cherry	<i>Ulmus serotina</i> September elm
<i>Gleditsia triacanthos</i> honey-locust (thornless cultivar)	<i>Quercus alba</i> white oak	<i>Vaccinium arboretum</i> sparkleberry
<i>Gordonia lasianthus</i> loblolly bay	<i>Quercus coccinea</i> scarlet oak	<i>Viburnum nudum</i> possum-haw
<i>Halesia Carolina</i> Carolina silverbell	<i>Quercus falcata</i> Spanish red-oak	<i>Viburnum obovatum</i> Walter's viburnum
<i>Halesia diptera</i> two-winged silverbell	<i>Quercus geminata</i> sand live oak	<i>Viburnum rufidulum</i> rusty black-haw
<i>Halesia tetraptera</i> mountain silverbell	<i>Quercus hemisphaerica</i> laurel oak	
<i>Hamamelis virginiana</i> witch-hazel	<i>Quercus incana</i> blue-jack oak	
	<i>Quercus laevis</i> turkey oak	

Adopted by CBSS, 11/13/2012

**Attachment E:**

Faculty Scholarship & Research Committee Minutes  
March 8, 2013  
2:00 P.M. BSC 3026

Present: Lynn Adams, Li-Mei Chen, Ransom Gladwin, Kelly Heckaman, Ellis Heath, Lori Mumpower, Michael Noll, Todd Royle, Molly Stoltz, Anita Bosch

Absent: Jimmy Bickerstaff, Marty Giddings, Barry Hojjatie\*, Fred Knowles\*, Jemal Mohammed-Awel, Tonja Root, Maura Schlairet, Barbara Gray, James LaPlant

\*= had proxy

Meeting called to order at 2:06 p.m.

**Faculty Scholarship Funding:**

James Holland – approved for \$750

Bradley Bergstrom – approved for \$750

Thomas Manning – approved for \$750

Lisa Jones-Moore – voted to resubmit with more supporting information in regards to specific sessions at the conference attending and how they will impact the students in the two courses specified. When received email to committee for vote via email.

Paul Neal – Denied, argument was not made that this was instructional improvement.

Argument was made this would improve his chances for publication and allow him to represent VSU but that does not translate into being Instructional Improvement. Due to travel dates there is not time for resubmission

**Discussion:**

- 1) Request from Dr. Brian Ring in the Biology Department: VSU is hosting the 90<sup>th</sup> Annual Meeting of the Georgia Academy of Sciences on March 29-30, 2013. Dr. Ring requested funding for registration to attend the conference for faculty that were eligible for funding through professional presentation and requested it not count against one of the two awards they are eligible to receive in the fiscal year. Committee voted that it would count as one of their awards.
- 2) Committee was asked by Faculty Senate to look at the amount of money that is awarded to travel grants for faculty scholarship and to see if it could be increased since some of the funds are not being used. Also to look at and expand the types of activities funded – such as chairing a committee instead of just presenting only being funded. Current wording is: Funding is subject to availability of monies and the proposals are accepted for review in order of received date. Currently, there is a \$750 (effective July 1, 2007) maximum award per grant. A faculty member may apply for two grants for U.S. travel during the fiscal year, not to exceed \$1,500. In special cases such as attending an overseas conference there is a one time limit of \$1,500 (effective July 1, 2011). In other words, a faculty member who receives the \$1,500 award is not eligible for additional funding during that fiscal year. There are other grants available for international travel through the Office of International Programs (<http://www.valdosta.edu/cip/VSUInternationalizationFund.shtml>).

Committee voted to make the following changes: Funding is subject to availability of monies and the proposals are accepted for review in order of received date. Currently, there is a ~~\$750~~ \$1000 maximum award per grant (effective July 1, 2007 2013). A faculty member may apply for two grants for U.S. travel during the fiscal year, not to exceed \$1,500 ~~\$2000~~ ~~in special cases such as attending an overseas conference there is~~ OR a one-time grant of \$1,500 ~~\$2000~~ (effective July 1, 2014 2013). In other words, a faculty member who receives the one-time \$1,500 ~~\$2000~~ grant is not eligible for additional funding during that fiscal year. There are other grants available for international travel through the Office of International Programs (<http://www.valdosta.edu/cip/VSUIInternationalizationFund.shtml>).

No changes were made as to the types of proposals that would be funded. They stand as Professional Presentation, Course Curriculum & Instructional Improvement.

- 3) Reports of Standing Committee's bylaws and descriptions are due to the CoCo Chair, Miryam Espinosa-Dulanto by February 21, 2013. Dr. Adams emailed Dr. Espinosa-Delanto there are no changes to the bylaws at this time.

Meeting adjourned at 3:08 p.m.

Respectfully submitted,

Anita Bosch  
Faculty Scholarship Coordinator