



## FACULTY SENATE

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Chairperson Ronald M. Zaccari	Vice Chairperson Louis Levy	Executive Secretary Mike Meacham	Parliamentarian John Samaras
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### Agenda

May 19, 2005

The Faculty Senate will meet Thursday, May 19, 2005 in the Magnolia Room of the University Center at 3:30 p.m.

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

**Special Request:** At the request of the University President and Chairperson of the Senate, any actions from the Senate sent to the Chairperson for approval after the Senate votes should be accompanied by a written document with the rationale and purpose of the decision.

1. Call to Order  
For the benefit of record keeping, senators and visitors will 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.
2. Approval of the **minutes of the April 21, 2005, meeting of the Faculty Senate. These may be retrieved at:** <http://www.valdosta.edu/vsu/facsen/Minutes/050421min.pdf>
3. New business
  - a. Report from Dr. Zaccari, University President
  - b. Report from the Academic Committee – Louis Levy
  - c. Report from the Committee on Committees – Lyle Indergaard
  - d. Report from the Institutional Planning Committee – Michael Noll
  - e. Report from the Faculty Affairs Committee – Cecilia Barnbaum
  - f. Report from the Faculty Grievance Committee – Mike Savoie

g. Report from the Senate Executive Secretary – Mike Meacham

(1) Brief statement

h. Standing Committees End of the Year Reports

(1) Academic Scheduling & Procedure Committee – Marty Williams ([appendix 4](#))

(2) Academic Honors & Scholarships Committee – Lynn Minor

(3) Athletics Committee – Jiri Stelzer ([appendix 5](#))

(4) Faculty Development & Research Committee – Allan Reddy

(5) Minority & Diversity Affairs Committee – Joe Brashier

(6) Student Services Committee – Wilson Huang

4. Old Business

(1) Environmental Issues Committee (Please see attachments [1](#), [2](#), [3](#))

(2) Minority & Diversity Affairs on changing the word “handicapped” to “disability” in  
The Equal Opportunity Statement

(3) Technology Committee on increased support for professors

(4) Educational Policies Committee on registration privileges by particular groups

5. General Discussion

6. Adjournment

## TREE PRESERVATION AND MAINTENANCE POLICY OF VALDOSTA STATE UNIVERSITY

### I. Preamble

As the leading center for higher learning in south Georgia, Valdosta State University recognizes its obligation to preserve and manage an abundance and diversity of trees on campus for the benefit of the public and future generations of students. By its example of environmental stewardship, the University will take the lead in promoting and developing a sound preservation ethic for the region's natural heritage. Included among the many benefits of preserving trees on campus and promoting additional plantings are: (1) improved air quality; (2) noise abatement and temperature amelioration; (3) mitigating the natural processes of water runoff, erosion, and sedimentation; (4) shading and consequently energy savings; (5) education; (6) aesthetics; (7) historical significance, and (8) intrinsic value.

### II. Scope

All trees on campus, particularly species native to south-central Georgia, are to be preserved and managed in such a way as to minimize damage and prolong their life. Especially important are stands of mature native trees and native species no longer abundant on campus or in the area. Existing trees should not be removed for merely aesthetic, design, or landscaping reasons. Long-term plans should promote new plantings that will increase the diversity of native species, contain more canopy species, and enhance fall color.

### III. Special Management Zones

Special zones on campus established to protect and manage critical, or sensitive, areas of mature trees include the following: 1) the entire stand of mostly mature longleaf pine, between Patterson and Oak streets, stretching southward onto the main campus. This stand, in particular, which pre-dates the settlement of Valdosta and contributes substantially to the unique character of the VSU campus, is especially vulnerable to slight changes in environmental conditions; 2) stands of mature native trees along One-mile Branch, especially near Patterson St.; 3) the mature mixed woodland at north campus bisected by Two-mile Branch; and 4) the dense woodland/swamp west of Sustella Ave. parking lot. Practices to be avoided in these zones include (a) trenching, filling, or other soil disturbances, including unabated erosion; (b) repetitious driving or operation of heavy equipment over the ground; (c) parking of vehicles or heavy equipment or storage of materials; and (d) paving or introduction of impermeable surfaces on the ground. These and other activities resulting in soil compaction, root damage, and depletion of air and water supply to the roots should be avoided. Also, it must be recognized that thinning of groves, especially pines, increases susceptibility of remaining trees to storm damage.

### IV. Preventive Maintenance and Care of Existing Trees

Prevention of tree damage or disease must be an ongoing commitment, particularly of older, still-healthy trees. Such prevention may necessitate pesticide treatment and reconstruction and rerouting of pavement or other physical structures so as to enhance and prolong a tree's vigor and reduce susceptibility to disease and weather damage; [or it may necessitate aeration of soil within the drip line of trees where compaction has occurred; or it may necessitate bedding of individual trees or groups of trees to prevent future physical damage and soil compaction by mowers and other vehicles or equipment.](#) [These duties](#)

and other duties outlined in this Section will be the responsibility of the Assistant Director for Grounds of VSU Plant Operations, working cooperatively with the Campus Beautification and Stewardship subcommittee of the Faculty Senate's Environmental Issues Committee. When renovation or construction occurs on campus, the driplines of nearby trees should be cordoned and contractors forbidden to store equipment and building supplies within the cordoned area. The cordoned area should be demarcated by a 4-foot high fence completely surrounding the tree or group of trees and at least ten feet outside the trunk of each tree or the outer perimeter of trunks of the group of trees. Specific language to this effect should be written into every private construction contract on the VSU campus, as should penalties for violating these provisions and required remedial actions to mitigate any losses of trees not approved for removal (see Section VII).

#### **V. Campus Planning to Minimize Tree Loss**

As the campus continues to undergo development, special consideration must be given to the design and placement of new buildings to minimize the loss of trees. Landscape aesthetics or design preference should not take precedence over tree preservation. The time to look at existing trees is before siting decisions are made, i.e., during or before the Pre-Design Phase of new projects. Also, landscaping associated with new buildings should be designed to replace as closely as possible the number and the species that were lost to construction so that no net loss of trees occurs. This policy affirms the preservation aspects of the 1999 VSU Master Plan, in which the special management zones herein established in Section III have been identified as Permanent Open Space/Trees and further requires that any new properties added to the campus undergo the same tree-loss minimization planning with regard to new construction. Requirements of this Section will apply to the VSU President, Chief Planning Officer, Vice Presidents and Directors, and any other administration officials involved in planning for new developments or renovations; these administrators shall work in consultation with the Campus Beautification and Stewardship subcommittee of the Faculty Senate's Environmental Issues Committee whenever they are involved in planning for any of the above stated developments.

#### **VI. Prior Consultation Requirement**

This policy mandates that the Campus Beautification and Stewardship Subcommittee (CBS) of the Faculty Senate's Environmental Issues Committee be invited by the President or his designee to attend and to be involved in all Pre-Design Phase and Design-Phase meetings--involving the VSU Administration, campus planners, state officials, and private contractors—during which any decisions can and will be made affecting the fate of campus trees. This policy also designates CBS as the consultative body to be integrally involved in environmental, historical, and cultural impacts reviews of proposed campus projects as mandated by the Georgia Environmental Policy Act of 1991 (Georgia Code Title 12, Chapter 16).

Whether due to major or minor construction or renovation, or any other causes, before any individual trees are removed or any plans are finalized for tree removals or for construction or other activities that may result in tree removal or could potentially damage trees, the Assistant Director for Grounds of VSU Plant Operations, and/or, an appropriate representative of the VSU administration designated by the President must seek the consultation and recommendations of the Campus Beautification and Stewardship Subcommittee of the Environmental Issues Committee, except in emergency situations, where imminent damage to property or individuals is involved. In the latter event, the subcommittee is to be immediately notified by the Assistant Director of Plant Operations for Grounds by e-mail of the action to be taken. Reasons to be considered as valid for proposed tree removals will generally include only the following: (1) prevention of the impending spread of disease by the affected tree; (2) likelihood of imminent damage to property; (3) existence of a threatening safety hazard to individuals; and (4) any unavoidable

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constraints of construction or renovation that remain after completion of the planning and consultation requirements as specified in Sections V and VI.

### VII. Monitoring and Enforcement

The VSU [President or his designee](#) shall ensure that any trees scheduled to be removed after consultation as specified in Section VI be clearly marked a suitable period of time before their scheduled removal and the Campus Beautification and Stewardship Subcommittee be notified and given the opportunity to inspect the marked trees before removal. For any construction projects, the VSU [President or his designee](#) shall periodically throughout the duration of the construction make arrangements for the Campus Beautification and Stewardship Subcommittee to inspect the site and ensure that the protection provisions specified in Section IV are being observed. If they are not being observed, the VSU [President or his designee](#) shall immediately report the failure to the contractor and Georgia State Finance and Investment Commission official. Failure to remedy the problem within one business day will constitute a violation of the contract provisions and trigger assessment of a penalty. Destruction or life-threatening damage to any tree not previously identified for removal in accordance with Section VI will be subject to damages to be paid by the contractor, not out of state funds, into a tree-bank fund to be administered by the Campus Beautification and Stewardship Subcommittee for replanting efforts on campus. We urge the Board of Regents to determine the dollar amount of damages to be paid by the contractor at the completion of the project, in consultation with a recognized University System of Georgia authority on urban forestry, on a per-tree basis, being equal to the aesthetic, scientific, ecosystem-services or commercial value of the tree(s), whichever is highest. We urge the Board of Regents to ensure that all contractors for work on the VSU campus abide by this Tree Preservation and Maintenance Policy of Valdosta State University. Willful and/or repeat violations of this policy by any VSU employee will constitute cause for disciplinary action, possibly including suspension or termination, as specified in Section 806 of the VSU Personnel Policies Manual.

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Amended and Passed by VSC Faculty Senate: May 27, 1993  
Adopted as VSU Policy July 27, 1993, according to VSU Statutes, Chapter 4, Article I, Section 3.  
Revised and Amended by Environmental Issues Committee: 9 May, 31 May, and 2 Nov. 2000  
Amended and Passed by VSU Faculty Senate February 15, 2001  
Adopted as VSU Policy April 16, 2001, according to VSU Statutes, Chapter 4, Article I, Section

Appendix 2

MEMORANDUM

TO: Envir. Issues Cmte., VSU Faculty Senate

FROM: Campus Beautification and Stewardship subcommittee

RE: Resolution: Amendment to the VSU Master Plan

DATE: 4 December 2004

In order to clarify the intent of the designation of "Special Management Zones" in Section III of the 2001 VSU Tree Preservation and Maintenance Policy, which were also identified in the 1999 VSU Master Plan as "Permanent Open Space to be Preserved" and to further define these areas for inclusion in the 2004 VSU Master Plan, we propose that the following areas, subject to a complete survey, be officially designated for preservation in the Master Plan, according to the following ranked priorities:

I. Priority 1.-- the Heritage Pines grove, which includes the Jewell Whitehead Camellia Trail, and is bounded on the north by Georgia Ave., on the east by Patterson St., and on the west by Oak St., and is specifically shown in the attached map;

II. Priority 2.-- a) forested floodplain areas, b) forested wetland areas, c) other significant stands of mature trees (e.g., loblolly pines on SW corner of North Campus property).

III. Priority 3.-- all other areas of campus.

Priority 1 areas will be kept intact and officially designated as Permanent Open Space to Be Preserved. Priority 2 areas should be managed carefully so as to maintain their natural features and developed minimally. They should be considered as development sites only to the extent allowed by state and federal law, and only after suitable Priority 3 areas are exhausted. Special care should be taken with trees in Priority 1 and 2 areas, as stipulated in the VSU Tree Preservation and Maintenance Policy (TPMP), Section III, "Special Management Zones." Master Plan site maps should be updated to reflect these priorities as well as the "Tree-loss Minimization" priorities mandated in Section V of the TPMP. For instance, for new building placement on North Campus, Options 1 and 2 (2004 Master Vol. II, Sect. V) should be designated as the preferred options over Option 3.

These recommendations approved by Environmental Issues Committee 1/13/05



25 Jan.

Appendix 3

Heritage Pine Grove: remnant of original forest of longleaf pine, trees aged 130-300 years old.

Native plant restoration landscape project (2002).

Jewell Whitehead Camellia Trail (estab. 1944).

Opening stanza of *The Alma Mater of VSU*: "*mong the stately pines of Georgia, glorious to the view...*"

From *2004-05 VSU Undergraduate Catalog*, page 8, "Location of the University." (italics added) "The campus widely recognized for their exceptional beauty. Flowering plants include a variety of camellias, azaleas, redbud *amid tall pines*, palms and oaks spaced throughout the landscaped grounds."

"The Jewel Whitehead Camellia Trail is believed to be the *only such trail on a university campus in the nation* northwest area of the Main Campus, more than 1100 camellias of many varieties form a *winding trail through th* trail was a 1944 Christmas gift to the university from the late Mr. and Mrs. R.B. Whitehead of Valdosta." (The above text also appears in the *2004 VSU Master Plan, Vol. 1, Section I, Part 1.3, page 4*).

2004-2005 Annual Report  
of the  
**Academic Scheduling and Procedures Committee**

**FACULTY SENATE  
VALDOSTA STATE UNIVERSITY  
STANDING COMMITTEES OF THE SENATE AND THEIR SUBCOMMITTEES  
2004-2005**

**Academic Scheduling and Procedures**

Brenda Dixey (COE) 2002-2005	Luis Bejarano (A&S) 2003-2006
Marty Williams C, Sen. (A&S) 2003-2006	Debra Baker (CON) 2004-2007
Jin Wang CE, Sen (A&S) 2004-2007	Tim Reisenwitz (COB) 2003-2006
Marc Pufong (A&S) 2003-2006	Will Pollard (A&S) 2004-2007*
Sherrida Crawford (LIB) 2002-2005	Karin Murray (COA) 2004-2007
Sue Worth PC, Sen. (COE) 2002-2005	Rich Vodde (SW) 2002-2005

Students:

ex officio:

Chuck Hudson, Registrar  
Walter Peacock, Director of Admissions & Enrollment Management  
Honey Coppage, Assistant to the Vice President for Academic Affairs  
Rob Kellner, Director of Auxiliary Services  
Herbert Reinhard, Director of Athletics  
Joe Mattachione, Director of Housing and Residence Life  
Michael McKinley, Chair, Council of Staff Affairs

The Academic Scheduling and Procedures Committee of the Faculty Senate met on October 7, November 11, March 3, and April 7. Minutes of these meetings have been placed on file in the archives at Odum Library.

During the 2004-2005 academic year, the Committee addressed the following issues:

***1) Discussed revising the finals schedule to allow more time, while eliminating “dead day.”***

The committee was tasked with evaluating a request to change the finals schedule to allow more time for grading and to eliminate very late evening finals. The revised schedule would require the elimination of dead day to meet other UGA-mandated academic scheduling requirements. Chuck Hudson set up a poll on Banner to survey student and faculty attitudes toward such a schedule change. Poll results indicated a strong preference to maintain the finals schedule with dead day. The committee recommended to the Faculty Senate that the finals schedule be unchanged, and the Senate body affirmed this recommendation.

***2) Academic calendar 2006-2007***



At the March meeting the committee voted to submit a schedule for 2006-2007 to the senate for approval. The senate approved the calendar, attached below.

**3) *Received instruction on Banner calendar features***

Sherrida Crawford arranged an in-service for the committee in order to make the committee aware of the various features and functions of the Banner calendar for the purpose of facilitating the committee's use of this feature for planning and scheduling in the future.

**4) *Consideration of request to allow Dean's list students to receive priority registration.***

The request was made after the final meeting of the committee and will be taken up in fall. However, we did gather data to support fall deliberation. Chuck Hudson reports that 1771 students were on the Dean's list for fall semester, 2004. Next year we will assess the potential impact of granting Dean's list students priority registration rights.

Submitted May, 2005  
Marty Williams, Chair

Proposed Dates For Fall 2006 through Summer 2007

FALL 2006

Mon, Aug 14	First Class Day
Mon, Sept 4	Labor Day
Fri, Oct 6	Midterm
Mon-Tues, Oct 16-17	Fall Break
Wed- Fri, Nov 22 – 24	Thanksgiving Holidays
Mon, Dec 4	Last Class Day
Tues, Dec 5	Exam Prep Day
Wed- Fri, Dec 6- 8	Exams
Sat, Dec 9	Graduation

SPRING 2007

Mon, Jan 8	First Class Day
Mon, Jan 15	MLK Holiday
Fri, Mar 2	Midterm
Mon- Fri, Mar 12 – 16	Spring Break
Mon, Apr 30	Last Class Day
Tues, May 1	Exam Prep Day
Wed- Fri, May 2 –4	Exams
Sat, May 5	Graduation

SUMMER 2007

Maymester	
Wed, May 9	First Class Day – Mayterm
Fri, May 18	Midterm for Maymester
Mon, May 28	Memorial Day- Holiday
Wed, May 30	Last Class day – Mayterm
Thur, May 31	Maymester exams
Summer II (full term)	
Wed, Jun 6	First class day
Fri, Jun 29	Midterm
Wed, Jul 4	Holiday
Wed, Jul 25	Last Class Day
Thur- Fri, Jul 26 – Jul 27	Exams
Sat- Jul 28	Graduation
Summer III	
Thur, Jun 7	First class day
Tue, Jun 19	Midterm
Thur, Jun 28	Last class day
Fri, Jun 29	Exams

Summer IV

Mon, Jul 2	First class day
Wed, Jul 4	Holiday
Fri, Jul 13	Midterm
Tues, Jul 24	Last class day
Wed, Jul 25	Exams
Sat, Jul 28	Graduation

## **ATHLETIC COMMITTEE 2004-2005 Report to Faculty Senate**

The Athletic Committee held one meeting during the 2004-2005 academic year.

No agenda items were sent to the committee from the Senate; however, members of the committee expressed a need to discuss the “**committee’s responsibilities and academic advising.**”

### **Committee Responsibility Discussion:**

The focus of the discussion was to explore the relationship of the athletic committee to the athletic department, specifically in the area of shared governance.

Mr. Reinhard reported that he did not know how the committee could be more involved and help because there were not any issues to deal with. In addition he reported that 65% of our student athletes had a 3.0 GPA and the average GPA for athletes at VSU is 2.8. At times athletes are run into problems with lack of available classes (section) even with early registration. The situation is slowly changing with increased enrollment.

**The Senate Executive Committee may need to follow up on the issue:** The VSU American Association of University Professor Chapter verbally requested more sharing of governance between the senate (athletic committee) and the athletic department. In the spokesperson’s opinion the athletic committee is not involved enough and has no information about the basic year to year operation of the athletic department (athlete retention and grades, budget, number of athletic scholarships and their use, advisement etc.)

### **Academic Advising:**

From time to time some departments have had problems with the advising done by the athletic department. Students were incorrectly advised and flags were lifted when it was not appropriate. The committee suspects that there are more cases than we know; however, the last case that was brought to our attention was from Sociology Department when a professor complained (October, 04) about repeated incorrect advising of his students by one of the advisors from the athletic department. The other example was from Fall 03 when a football player took only **one** academic class in fall 2003, and then took **17 hours** in spring 2004 with the result that he only passed with a C one of the courses that he took.

Mr. Reinhard reported that there should not be a problem with advisement anymore because the particular advisor will not advise any more. However, he will keep his power of lifting any flags.

Respectfully Submitted,

Dr. Jiri Stelzer, Chair, Athletic Committee

## TECHNOLOGY COMMITTEE 2004-2005 Report to Faculty Senate

Two meetings of the Technology Committee were held during the 2004-2005 academic year.

No agenda items were sent to the committee from the Senate; however, members of the committee expressed a need to discuss VISTA implementation, representation of the committee on the Student Technology Fee Committee, and an anti-plagiarism program.

### Re: Student Technology Fee Committee

**Background:** Joe Newton provided an update on the work of the Student Technology Fee Committee. The BOR requires all funds to be directed to improving teaching and learning. Much of the money is utilized for upgrading and maintaining computer labs and classroom facilities. Each College will receive an appropriation. The projected fees for the year were estimated to be \$980,000. Details of the appropriations were being developed. The Technology Committee has a standing member on the Student Technology Fee Committee (STFC). In the past the representative was the chair of the Senate Technology Committee (STC).

**Action Step:** The STC agreed that one year terms on the STFC were not as beneficial as 3 year terms could be for the STFC. Therefore, to provide continuity and more informed input on the STFC, a representative of the STC, who is beginning the first of 3 years on the STC, was chosen to serve on the STFC for his entire term on the STC. A note was sent to the chair of the Committee on Committees requesting this member serve all 3 years of his term on the STC.

### Re: Vista Implementation

**Background:** Lorraine Schmertzling began the discussion of VISTA by presenting a letter from the Curriculum and Instructional Technology Department Head outlining the department's concerns about the implementation timeline for VISTA. Ezra Freelove and Joe Newton explained many of the advantages of Vista and also informed the committee WebCT was no longer being supported and therefore the immediate transition to VISTA was imminent.

**Action:** A request was made to have a phased transition from WebCT to VISTA with the option of running the two concurrently for a semester. This would enable instructors to complete course design in a more realistic time. In that no quorum was present no official resolution was adopted. However, the Information Technology folks made it possible to run both course shells spring 2005. Furthermore, a Vista Advisory Committee was formed out of the Office of Academic Affairs and both, the current chair of the STC and the chair-elect of the Senate Technology Committee serve on the Vista Advisory Committee.

### Anti-plagiarism Program

Lawrence Etling announced that VSU had not elected to request an anti-plagiarism program available throughout Georgia. No action was taken.

Respectfully Submitted,  
Lorraine Schmertzling, Chair, Senate Technology Committee