



FACULTY SENATE Est. 1991

Chairperson
Ronald M. Zaccari

Vice Chairperson
Louis Levy

Executive Secretary
Christine James

Parliamentarian
Richard Haptonstall

Agenda **May 15, 2008**

The Faculty Senate will meet Thursday, May 15, 2008 in the **MAGNOLIA ROOM** 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 Executive Secretary of the Senate, any actions from the Senate sent to the Executive Secretary for approval after the Senate votes should be accompanied by a written document with the rationale and purpose of the decision. The Executive Committee requests that these documents be submitted as email Word .doc or .docx attachments.

1. Call to Order by Dr. Ron Zaccari

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 17, 2008 meeting of the Faculty Senate.**

<http://www.valdosta.edu/facsen/meeting/minutes/documents/MinutesApril172008.pdf>

<http://www.valdosta.edu/facsen/meeting/minutes/index.shtml>

3. New business

- a. Report from the Academic Committee – Louis Levy llevy@valdosta.edu
Academic Committee Minutes, Attachment A, pp3-4.
- b. Report from the Committee on Committees – Jay Rickman bjrickma@valdosta.edu
- c. Report from the Institutional Planning Committee – Fred Ware/James LaPlant/Vesta Whisler fware@valdosta.edu jlplant@valdosta.edu vrwhisler@valdosta.edu
- d. Report from the Faculty Affairs Committee – Jane Whitehead jwhitehe@valdosta.edu
Annual Report, Attachment B, pp 5.
- e. Report from the Faculty Grievance Committee – Stephen Lahr jslahr@valdosta.edu
Report from Conflict Resolution Committee, Attachment C, pp 6-8.
- f. Report from the Senate Executive Secretary – Christine James chjames@valdosta.edu

1. Annual committee reports

The order of Standing Committee reports is as follows:

- (1) Academic Scheduling and Procedures – Ashok Kumar
This committee was reviewed and renewed in Spring 06, and will be reviewed again Spring 09. Annual report May 2008 Attachment D, pp 9-11.
- (2) Academic Honors and Scholarships – Nanci Scheetz
This committee was reviewed and renewed in Spring 06, and will be reviewed again Spring 09. Annual report May 2008 Attachment E, pp 12.
- (3) Athletics – Sonya Sanderson
This committee was reviewed and renewed in Spring 06, and will be reviewed again in Spring 09. Annual report May 2008 Attachment F, pp 13-14.
- (4) Educational Policies – Lynn Minor
This committee was reviewed and renewed in Spring 06, and will be reviewed again Spring 09. Yearly report May 2008 Attachment G, pp 15-16.
- (5) Environmental Issues – Brad Bergstrom/Richard Carter
This committee was reviewed and renewed in Spring 06, and will be reviewed again Spring 09. Yearly report to be given in May 08. Attachment H, pp 17-22.
- (6) Faculty Development and Research – Karin Murray
This committee was reviewed and renewed in Spring 06, and will be reviewed again Spring 09. Yearly report May 2008 Attachment I, pp 23.
- (7) Library Affairs – Lars Leader
This committee was reviewed and renewed in Spring 06, and will be reviewed again Spring 09. Yearly report May 2008 Attachment J, pp 24.
- (8) Minority and Diversity Issues – Babacar Mboup
This committee was reviewed and renewed in Spring 06, and will be reviewed again Spring 09. Yearly report to be given in May 08. Attachment K, pp 25-26.
- (9) Student Activities – Heather Brasell
This committee was reviewed and revised with help from Kurt Keppler in the academic year 2006-2007. It was renewed in May 2007. Yearly report May 2008, next three year review is Spring 2010. Attachment L, pp 27-30.
- (10) Student Services – Blaine Browne
This committee was reviewed and renewed in Spring 06, and will be reviewed again Spring 09. Yearly report May 2008 Attachment M, pp 31-34.
- (11) Technology – Bob Williams
This committee was reviewed and renewed in Spring 06, and will be reviewed again Spring 09. Yearly report May 2008 Attachment N, pp 35.

7. Old Business

8. Discussion

9. Adjournment

**ATTACHMENT A: VALDOSTA STATE UNIVERSITY
ACADEMIC COMMITTEE MINUTES
March 17, 2008**

The Academic Committee of the Valdosta State University Faculty Senate met in the University Center Rose Room on Monday, March 17, 2008. Dr. Sharon Gravett, Assistant Vice President for Academic Affairs, presided.

Members Present: Mr. Mike Savoie (proxy for Mr. Eric Nielsen), Dr. Marvin Smith, Dr. Bruce Caster, Mr. Alan Bernstein, Mr. Mike Savoie, Dr. Kathe Lowney (proxy for Dr. Frank Flaherty), Dr. Kathe Lowney, Dr. Ray Elson, Dr. Iris Ellis, Dr. James Humphrey, Mr. Cliff Landis, and Dr. James Humphrey (proxy for Dr. Diane Holliman).

Members Absent: Mr. Eric Nielsen, Dr. Yahya Mat Som, Dr. Selen Lauterbach, Dr. William Faux, Dr. Frank Flaherty, Dr. Bill Buchanan, Dr. Deborah Weaver, and Dr. Dianne Holliman.

Visitors Present: Dr. Reynaldo Martinez, and Mr. Lee Bradley.

The Minutes of the February 11, 2008, Academic Committee meeting were approved with course title corrected in item C2. (pages 1-6).

A. College of the Arts

1. Deactivation of ARED 2010, ARED 3030K and ART 4095 was noted. (page 7).

B. College of Education

1. Revised name for the BS in Administrative Services to a BS in Office Administration and Technology was approved effective Fall Semester 2008. (pages 8-10).
2. Revised curriculum for the AAS in Dental Hygiene was approved effective Fall Semester 2008. (pages 11-12).
3. Revised admissions requirements for the EDS in Educational Leadership was approved effective Fall Semester 2008. (pages 13-14). Pending Graduate Executive Committee approval.
4. Revised curriculum for the Building or System Level Performance-Based Leadership Certification was approved effective Fall Semester 2008. (pages 15-16). Pending Graduate Executive Committee approval.
5. Revised senior college curriculum for the BA and BS Psychology was approved effective Fall Semester 2008. (pages 17-18).

6. Revised course description, Psychology (PSYC) 2700 “Human Growth and Development”, (HUMAN GROWTH AND DEVELOPMENT – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hour), was approved effective Fall Semester 2008. (pages 19-20).
7. Revised course description, Psychology (PSYC) 3110 “Educational Psychology”, (EDUCATIONAL PSYCHOLOGY – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hour), was approved effective Fall Semester 2008. (pages 21-22).
8. Revised course description, Psychology (PSYC) 3130 “Educational Psychology for Teachers of Adults”, (EDUCATIONAL PSYC TCHR ADULTS – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hour), was approved effective Fall Semester 2008. (pages 23-24).
9. Revised course description, Psychology (PSYC) 3200 “Child Psychology”, (CHILD PSYCHOLOGY – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hour), was approved effective Fall Semester 2008. (pages 25-26).
10. Revised course description, Psychology (PSYC) 3210 “Adolescent and Young Adult Psychology”, (ADOLESCENT/YOUNG AD PSYCHOLOGY – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hour), was approved effective Fall Semester 2008. (pages 27-28).
11. Revised course description, Psychology (PSYC) 3220 “Adult Psychology and Gerontology”, (ADULT PSYCHOLOGY/GERONTOLOGY – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hour), was approved effective Fall Semester 2008. (pages 29-30).
12. Revised course description, Psychology (PSYC) 3700 “Rehabilitation Psychology”, (REHABILITATION PSYCHOLOGY – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hour), was approved effective Fall Semester 2008. (pages 31-32).

Respectfully submitted,

Charles L. Hudson
Registrar

ATTACHMENT B:

Faculty Affairs Committee Annual Report, 2007-2008

No business was remanded to the Faculty Affairs Committee until spring semester, so we had only one formal meeting, on Tuesday, March 4, 2008. We were asked to consider two items of business.

The first was an issue brought before the Executive Committee by Michael Davey: whether faculty without terminal degrees or in non-tenure track positions should be allowed to vote on such issues as curriculum changes, faculty hires, and peer evaluations. The committee began by considering the definition of the faculty as stated in the VSU Statutes, the Board of Regents Policy Manual, and on the Board of Regents Human Resources Frequently Asked Questions site. We noted that the faculty was very broadly defined and included such people as the President, the Registrar, the University Librarian, and the Director of Public Services. We then considered the issue of Faculty Responsibilities as stated in the VSU statutes, and determined that the statutes are silent on the subject of the autonomy of the department in discharging its duties and responsibilities. Nonetheless it is the case de facto that each department constitutes committees autonomously according to its needs. It is essentially left to the individual department to decide which faculty may or may not vote on specific issues or sit on specific committees.

The issue rests on this: if the faculty is broadly defined to include all who teach at any level in a department, do they all equally have a right to perform all the duties of the department? Could they sue if denied the right, and what would be the legal consequences and liabilities to the department and the university? Marty Williams consulted the Legal counsel for the Board of Regents, but since the BOR is in the midst of rewriting its statutes, we have not had a response from them. This issue will have to carry over until next year.

The second issue, raised by Bruce Caster, involved possible discrepancies in the post-tenure review process as stated in the FEM document. As it stands, faculty with three or more positive evaluations should be considered for reward and recognition, and faculty with two or more negative evaluations should be considered for remediation, but those are situations not mutually exclusive. The committee decided make a friendly suggestion to Bruce Caster that, if he felt this issue needed to be clarified, the last evaluation should determine the decision.

Respectfully submitted,

Jane Whitehead, Chair
April 29, 2008

ATTACHMENT C:

Conflict Resolution Committee Meeting April 29, 2008

Meeting Summary

CRC Members in Attendance: Dr. Martha Laughlin, MS. Becky Murphy, Mr. Hollis Barnett, Dr. Denise Bogart, Ms. Jan Fackler, Mr. Bobby Flowers, Dr. Marty Giddings, Dr. Tom Hardy, Dr. Stephen Lahr, Mr. Richard Lee, Ms. Irina McClellan, Dr. Betty Paulk, Dr. Marc-George Pufong, Dr. Beverly Richardson-Blake, Dr. Kimberly Tanner, Ms. Teresa Williams

CRC Members Absent: Ms. Nadine Whitfield, Dr. Brian Adler and Ms. Laverne Gaskins

Guests: Dr. Donna Cunningham, Dr. Bob Hull, Dr. Sarah Bartholomew, Dr. Jim Muncy, Dr. Elaine Yontz, Dr. Carl Cates, Dr. Kurt Keppler, Dr. Louis Levy, Ms. Lin Inlow

Introductions

Introductions were made as several members of the Faculty Grievance Committee were in attendance as well as the Vice President for Academic Affairs and Vice President for Student Affairs.

Guest Presenter

Ms. Lin Inlow, Director of Conflict Resolution Education and Training at the Consortium on Negotiation and Conflict Resolution (CNCR), Georgia State University's College of Law, manages the System-wide Mediation Program which serves the 35 institutions within the University System of Georgia; coordinates CNCR's outreach activities in both the public and private sector as well as international projects in South Africa; and directs and teaches at CNCR's Summer Institute on Conflict Management in Higher Education.

Lin gave an informative presentation on the role of the Omsbud, things to consider when implementing an Omsbud program, and resources available. This presentation was given at the request of the CRC because Student Affairs has been researching and looking to implement an Omsbud program for students. An electronic copy of Lin's presentation has been requested and will be sent once received.

Subcommittee updates

Survey Team- Ms. Becky Murphy, Dr. Marty Giddings, Dr. Martha Laughlin, and Ms. Irina McClellan
Becky distributed a draft survey to the members. The purpose of this survey is to assess the level and type of conflict that occurs across campus, determine what methods are being used to resolve conflict and are they effective and to determine to what extent employees are aware of mediation as an option. The survey team proposes that the survey be administered online early fall and that much PR and support at all levels is needed to ensure individuals take the time to complete the survey. The team also recommended a separate survey with similar questions be developed and administered to our students early fall. We request the assistance of CRC members that work closely with students to help us develop this survey. Martha asked that all in attendance take the survey as a "test" and send your comments to Becky at rbowes@valdosta.edu. Let us know if there are any questions that you feel should be worded differently, or if you were unsure of the intent of a question.

Student Team – Dr. Kimberly Tanner, Dr. Beverly Richardson-Blake, Ms. Teresa Williams, Dr. Tom Hardy, Mr. Richard Lee, and Mr. Jonathan Stoble

Kimberly shared their findings after reviewing the communication mechanisms used with students and found several areas where conflict resolution and mediation services could be added. It was also noted that changes need to be made since we have moved from ADR to Conflict Resolution as our title. Specific action items mentioned include:

- Place information in the student handbook regarding CRC
- Train SGA, and Student Organization Leaders about CRC and mediation
- Update the GA Grievance Procedures to include mediation as an option

- Any current materials need to reflect the new/easier to understand title of Conflict Resolution.
- In Housing-explain the purpose behind the room and community agreement, better publicize the mediation option, expect that this occurs for every entering student residing on campus, and simply focus more attention to this. Refinement of the process is always a good thing as well.

Faculty Team -Dr. Steven Lahr, Dr. Betty Paulk, Dr. Brian Adler, and Mr. Hollis Barnett

Steve showed a PowerPoint summarizing the information they obtained after reviewing communication tools for faculty. Specific action items mentioned include:

- Make sure the procedure is in all policy and procedure manuals.
- Might be good to have a departmental representative report out at least once a semester in a departmental meeting about CR activities and possibilities.
- The Grievance Procedure should indicate when mediation should be considered and how to initiate a request for mediation, and the actions that can initiate a grievance process need to be much better defined.
- In my opinion, the information is difficult to find and should be on the main pull down menu. You really have to search to find anything that applies.
- The brochure was a good start and should be given to all new faculty (perhaps all faculty) at the beginning of the year at the Deans, Directors, and Department Heads meeting to develop an awareness of the availability of mediation on campus. Periodically, emails or an article in the VSU Connection to remind faculty members of the availability of mediators and when mediation is appropriate. Many conflicts are not grievances so much as issues that need to be mediated to be able to have a better working relationships.
- In summary, the subcommittee indicated that while information on the mediation process was available, it seem to be buried to some degree and many faculty were not familiar with the either the grievance process nor the mediation process. Getting the word out was deemed to be important, but not just to administrators. Other issues stemmed from actually understanding when mediation might actually be appropriate and as to what a grievance might be. That which is deemed a grievance and the grievance process appears to not clearly be understood by most faculty members.
- Most subcommittee members seemed to feel that better communication and more “easy to find” information would be helpful.
- The idea of an Ombudsman is still of interest to this team.

Staff Team – Dr. Denise Bogart, Ms. Jan Fackler, and Mr. Bobby Flowers

Denise shared what changes had already been made to the HR website to better showcase conflict resolution and mediation as options. Additional training in conflict resolution has already been added to the curriculum offered by Employee Development. Specific action items mentioned include:

- The staff handbook is under review and additional information will be added when completed.
- The new Conflict Resolution website needs to be completed so that links can be made to it.
- We need to continue to explore how we can make information easier to find.

Next Steps

- Complete the website

- Utilize the information from the teams to develop an action plan for tasks to accomplish this summer.

Next Meeting Date

Given that June is Orientation month, the window of opportunity for a meeting time is narrowed. Of the following dates, please let me know your availability.

- Tuesday, June 3 from 2:00-3:30 PM
- Thursday, June 5 from 2-3:30 PM
- Tuesday, June 17 from 9-10:30 AM
- Tuesday, June 17 from 3:00-4:30 PM

ATTACHMENT D: 2007-2008 Annual Report
Academic Scheduling and Procedures Committee

Membership of the Committee:

John Elder	CE, Sen.	(A&S)	2007-2010
Ashok Kumar	C, Sen.	(A&S)	2006-2009
Robert Bauer		(COE)	2005-2008
David Buerhrer		(A&S)	2006-2009
Arlene Haddon		(CON)	2007-2010
Tonja Root		(COE)	2006-2009
Brad Finson		(COA)	2007-2010
Tim Reisenwitz		(COB)	2006-2009
Ravonne Green		(LIB)	2005-2008
Marc Pufong		(A&S)	2007-2010
Allison Curington		(SW)	2005-2008
Carol Barnett	PC, Sen.	(COE)	2005-2008

Student Member:

Ashley Herrington

ex officio:

Chuck Hudson, Registrar

Walter Peacock, Director of Admissions & Enrollment Management

Honey Coppage, Assistant to the Vice President for Academic Affairs

Bobby Tucker, Athletics, Academic Services and Faculty Athletics Representative

Rob Kellner, Director of Auxiliary Services

Thomas Hardy, Director of Housing and Residence Life

Tim Yorkey, Director, Council of Staff Affairs

The Academic Scheduling and Procedures Committee of the Faculty Senate met on October 4th, November 1st, and April 3rd, during the 2007-08 school year. Minutes of these meetings and this report have been placed on file in the archives at Odum Library.

During the 2007-2008 academic year, the committee addressed the following issues:

1) *Academic calendar 2009-2010*

At the November meeting the committee voted unanimously to submit a schedule for 2009-2010 to the senate for approval. The senate approved the calendar which is included with this report.

2) **Friday Evening Exams**

At the April meeting of the committee, the committee discussed a request from the Department Heads Council to consider the possibility of changing future exam week schedules so as to move Friday evening (after 5 pm) exams to Tuesday evenings after 5 pm of dead day. After a lengthy discussion, it was decided that this issue will be presented to the SGA to get students' opinion and this be the first item of new business for the committee for the Fall 2008 term since no change to the current exam schedules is possible.

Respectfully submitted April 16, 2008
Ashok Kumar, Chair

Dates For Fall 2009 through Summer 2010

FALL 2009

Mon, Aug 17	First Class Day
Mon, Sept 7	Labor Day
Thurs, Oct 8	Midterm
Mon-Tues, Oct 19 – 20	Fall Break
Wed- Fri, Nov 25 – 27	Thanksgiving Holidays
Mon, Dec 7	Last Class Day
Tues, Dec 8	Exam Prep Day
Wed-Fri, Dec 9-11	Exams
Sat, Dec 12	Graduation

SPRING 2010

Mon, Jan 11	First Class Day
Mon, Jan 18	MLK Holiday
Thur, Mar 4	Midterm
Mar 15 – 19	Spring Break
Mon, May 3	Last Class Day
Tues, May 4	Exam Prep Day
Wed- Fri, May 5 – May 7	Exams
Sat, May 8	Graduation

SUMMER 2010

Maymester	
Thur, May 13	First Class Day – Mayterm
Mon, May 24	Midterm
Mon, May 31	Memorial Day- Holiday
Thur, Jun 3	Last Class day
Fri, Jun 4	Exams
Summer II (full term)	
Thur, Jun 10	First class day
Fri, Jul 2 (No Class)-July 4-Holiday	Holiday
Mon, Jul 5	Midterm
Tue, Jul 27	Last Class Day
Jul 29 – 30	Exams
Sat, Jul 31	Graduation
Summer III	
Thur, Jun 10	First class day
Mon, Jun 21	Midterm
Thur, Jul 1	Last class day
Mon, Jul 5	Exams
Summer IV	

Tues, Jul 6	First class day
Thur, Jul 15	Midterm
Tues, Jul 27	Last class day
Thur, Jul 29	Exams
Sat, Jul 31	Graduation

ATTACHMENT E: ACADEMIC HONORS AND SCHOLARSHIP COMMITTEE ANNUAL REPORT

The Academic Honors and Scholarship Committee met five times during the 2007-2008 academic year. During the fall a survey was conducted to determine what other institutions are doing to recognize their scholars and aid in the retention of outstanding freshmen and sophomore students. The committee recommended that we should explore the possibility of expanding the 1st year scholars and President's 1st year scholar to include 2nd and 3rd year students. The committee voted unanimously to highlight Freshmen and Sophomore students with a cumulative GPA of 3.75 on the VSU website beginning in the spring and continuing every semester in the future.

In January the committee selected this year's Georgia Legislative Academic Recognition Day representative from VSU. This year's recipient was Mary Louise Gunderson.

In February, the committee met to select the speaker for this year's Honors Banquet. The speaker this year is Dr. Philip L. Gunter, Dean, College of Education.

In April, the committee met and selected this year's Annie Powe Hopper Award winner. This year there are co-recipients: Melissa Daugherty and Katheryn Klimko.

**ATTACHMENT F: Athletic Committee Report: 2007-2008
Dr. Sonya Sanderson, Committee Chair**

Data from the athletic committee were acquired from VSU's Athletic Director, VSU athletic compliance and disseminated to the committee (see below). Questions from the committee were answered and revised material was sent to all members to view. There were a couple of areas that were identified by either the Athletic Department or the Athletic Committee that will be a Charge for 2008-2009 committee. No issues were remanded to the Athletic Committee by the Faculty Senate.

Graduation Rates		
Freshman-Cohort Graduation Rates: All VSU students		
	Student-Athletes	
2000-2001	44%	71%
Four-Class Average	38%	49%
Student-Athlete Academic Success Rate		64%

All of the above information and other cohorts can be found (public access) at:
http://www2.ncaa.org/portal/academics_and_athletes/education_and_research/academic_reform/gsr/2007/d2_school_gsr_data.html

Go to the "V" dropdown menu and select Valdosta State University.

When interpreting the above information for the graduation rates of student-athletes, if an athlete as a freshman enters receiving athletic aid transfers or leaves school regardless of why they leave, they are still counted (as casualties) in the overall number of student-athletes who should be graduating within six years. The Student-Athlete success rate is determined with any student-athletes who are walk-ons or those who are junior college transfers. Student-Athlete success rates are still determined by hand until software is developed to average this type of mathematical statistic. **The reason you only have the above information to date is due to giving student athletes 6 years to graduate.**

This past year was one of the highest graduation rates VSU has had for student-athletes. At this particular time, VSU athletics does not keep up with the average length of how long student athletes stay at VSU or the averages of how many student athletes are transfer student athletes.

Academic Tracking of Student-Athletes

In the past, student-athletes would carry a sheet of paper around to each professor asking them to fill out the student-athletes grade, attendance, and other comments the professor would like to make towards the student-athletes progress in their class. This process did not work as well as hoped.

Currently, Bobby Tucker sends emails out to professors two or three times a semester asking them to respond with how many absences the student-athlete may have acquired, the student-athletes current grade and any other vital information pertaining to the student-athletes success in that particular course. Approximately 40% of the faculty would respond to the emails. This process has not worked as well as hoped, so the athletic department is going to possibly hire a

graduate assistant who will be responsible for checking with all professors of any student-athlete who may be having academic difficulties beginning the fall of 2008.

VSU Student-Athletes GPA's by TEAM

Spring 2007			
1. Women's Tennis	3.37	7. Men's Cross Country	3.10
2. Softball	3.34	8. Golf	3.07
3. Men's Tennis	3.31	9. Baseball	2.91
4. Women's Basketball	3.21	10. Volleyball	2.75
5. Cheerleading	3.15	11. Men's Basketball	2.59
6. Women's Cross Country	3.14	12. Football	2.54

A record of 159 VSU student-athletes had a 3.0 or better and 53 earned the Dean's list in the spring 2007. Eight teams were over 3.0, which tied the previous semesters GPA. The cumulative GPA for all 12 teams was 2.84. A total of 13 student-athletes had 4.0 semesters.

Fall 2007			
1. Women's Tennis	3.55	7. Baseball	2.92
2. Softball	3.28	8. Men's Cross Country	2.87
3. Men's Tennis	3.27	9. Women's Cross Country	2.86
4. Women's Basketball	3.16	10. Golf	2.78
5. Cheerleading	3.10	11. Football	2.41
6. Volleyball	3.04	12. Men's Basketball	2.22

In the fall 2007, 137 VSU student-athletes had a 3.0 or better and 61 earned the Dean's list. Six teams were over 3.0, while the accumulative GPA for all 12 teams was 2.78. A total of 16 student-athletes had 4.0 semesters.

From the information received on student-athletes by team's GPA, since the fall of 1994- spring of 2007 (30 total semesters), the women's tennis team has had the highest GPA for 12 semesters, women's volleyball for 6 semesters, women's cross country 5 semesters, men's tennis for 5 semesters, and men's cross-country and women's basketball had the highest GPA each one semester.

CHARGE(s) for 2008-2009

1. To determine ways to successfully track student-athlete academic problems.

Sonya Sanderson
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ATTACHMENT G:

Educational Policies Committee Final Report 2007-2008

Educational Policies Committee Charge:

To review and recommend policies and procedures pertinent to advising, undergraduate admissions and retention, public services, and registration; and to hear undergraduate petitions for exceptions to academic policy, including graduation.

Accomplishments for the 2007-2008 Academic Year

During the 2007-2008 academic year, the Educational Policies Committee met seven times.

Minutes from all meetings are on file in Odum Library.

The following policy issues were addressed this year:

Action Item #1:

Request to clarify the Educational Policies issue from 2004 regarding “graduate degrees” or “doctoral degrees” being pursued by faculty members who are teaching in the same department in which they seek a graduate degree was remanded to the Educational Policies Committee on May 3, 2007. (Phil Gunter)

A recommendation was approved by the Educational Policies Committee- COMPLETED 9-19-07. The recommendation was approved by the Faculty Senate on 10-18-07 with the addition of a friendly amendment in which the Dean of the Graduate School would be involved in cases dealing with graduate students.

Action Item #2:

Request to investigate issues with advisees and the Graduation Application Process was brought to the Educational Policies Committee on January 17, 2007. (Michael Schmidt)

A motion to drop this issue passed by unanimous vote of the committee. The consensus of the EPC members was that processing the Graduation Application is the responsibility of students, and advisors are currently doing all they can to assist in this process. The current policy of processing graduation applications on paper is the most efficient process available at this time- COMPLETED 9-19-07.

Action Item #3:

Request to investigate the university plagiarism policy to find a means to check if a student has a prior offense was remanded to the Educational Policies Committee on November 17, 2005. (Richard Lee)

The VSU Academic Integrity Policy Revised Language for the VSU Student Handbook’s Code of Conduct section-Appendix A, Section I (James LaPlant and Richard Lee) was approved by the Educational Policies Committee-COMPLETED 10-1-07.

The draft was returned to the EPC committee for approval of revisions suggested by Laverne Gaskins, the university attorney, and was approved by the Faculty Senate with a friendly amendment in the second paragraph of section B on 11-15-07.

A subcommittee worked with Lee Bradley to develop appropriate wording to include in the Graduate and Undergraduate Catalogs-COMPLETED 2-5-08.

A sub-committee was developed to investigate the possibility of developing a policy of limited withdrawals and limited grade replacements (Walter Peacock, James LaPlant, Ed Walker). After discussions about the difficulties of instituting a limited grade replacement policy using

BANNER, the committee voted to abandon the development of a grade replacement policy-
COMPLETED 11-7-2007.

A sub-committee was developed to investigate the possibility of developing a policy of limited withdrawals (James LaPlant, Chuck Hudson, Peggy Moch, Ed Walker)- ONGOING

Action Item #4:

Request to investigate awarding a minor after a degree has been awarded was remanded to the Educational Policies Committee on April 19, 2007. (Chuck Hudson)

A new policy was recommended by the Educational Policies Committee-COMPLETED 11-7-07.
The recommendation was approved by the Faculty Senate on 2-21-08.

Action Item #5:

Request to investigate why data are collected on withdrawals from classes, how these data are being used, and to whom these data are being reported was remanded to the Educational Policies Committee on November 1, 2007 (Pat Miller and Marta Kvande).

A detailed report was prepared by Chuck Hudson in response to this request, and the report was approved by the Educational Policies Committee-COMPLETED 12-3-07. The approved report was presented and discussed at the Faculty Senate meeting on 2-21-08.

Action Item #6:

Request to investigate the Academic Suspension and Academic Dismissal policy section III, part e, (page 89 of the current undergraduate catalog) was remanded to the Educational Policies Committee on November 1, 2007 (Sharon Gravett).

A new policy was recommended by the Educational Policies Committee-COMPLETED 2-5-08.
The recommendation was approved at the Faculty Senate meeting on 3-20-08.

Action Item #7:

Request to investigate the Admission of Transfer Students policy (last paragraph, page 19 of the current undergraduate catalog that addresses the 60 hour restriction on transfer credit received from a junior college credit) was remanded to the Educational Policies Committee on November 1, 2007 (Sharon Gravett).

A new policy was recommended by the Educational Policies Committee-COMPLETED 2-5-08.
The recommendation was approved by the Faculty Senate on 3-20-08 with the friendly amendment that the policy will become effective Fall 2008 for any student currently enrolled at VSU.

Respectfully submitted,

Lynn C. Minor
Educational Policies Committee Chair, 2007-2008

ATTACHMENT H:

2007-2008 Annual Report of Environmental Issues Committee (EIC) of the Valdosta State University Faculty Senate

The EIC met as follows:

5 September 2007 – attending: 11 faculty/staff, 3 *ex officio* (administrators), 2 student representatives.; 1 visitor

3 October 2007 – attending: 10 faculty/staff, 2 *ex officio*, 3 student reps., 2 visitors

7 November 2007 – attending: 8 faculty/staff, 2 *ex officio*; 2 student reps., 1 visitor

18 February 2008– attending: 7 faculty/staff, 3 *ex officio*, 1 visitor

17 March 2008 – attending: 6 faculty/staff, 1 *ex officio*, 1 visitor

14 April 2008 – attending: 9 faculty/staff

Members/Visitors (# meetings attended):

J. Barnett (2), M. Benton (3), B. Bergstrom (Chair 2008--, 6), J. Bickerstaff (5), R. Carpenter (4), R. Carter (Chair –2007, 6), D. Cunningham (0), S. Dasinger (1), C. Denizman (4), S. Fesler (2), J. Fisher (5), M. Hamm (1), T. Manning (1), M. Sanger (4), S. Thompson (3), J. Vasseur (2), G. Waggener (1); *ex officio* J. Black (3), R. Delong (4), R. Sable (3), G. Gordon (1); Student reps. W. Anderson (3), N. Fast (2), A. Hancock (2); others B. Flowers (4), M. Lancaster (2).

The EIC and University policies relating to it and its subcommittees provide for and actively facilitate proactive communication between administration and Faculty Senate on a variety of issues of vital importance, e.g., those affecting preservation of natural and historical resources, conservation of energy and other resources, prevention of light and other forms of pollution, and recycling of paper and other materials. Through University Policy, procedures are specified that require the administration to consult proactively with and seek advice on these issues from representatives of the faculty serving on the EIC and its subcommittees. To be effective, the process requires judicious and timely action and open communication by the administration in informing the EIC at the earliest stages of formal planning for construction, renovation, or other activities that involve historical and natural resources, energy conservation, outdoor lighting, and recycling. As in past years, this year the EIC has collaborated with and advised the administration on numerous occasions.

EIC Monthly Meeting Summaries:

September—Carter reported on attendance over the summer by EIC members at 5 pre-design meetings for new construction. We are awaiting word from Dr. Zaccari on review of Environmental Policy Preamble, drafted by Carter, after which entire policy can and should be scheduled for vote of approval by Senate. Goals were established for the 2007-08 year by area and subcommittee, as follows:

Campus Beautification and Stewardship (1) Continue to work with and advise VSU administration in campus planning issues related to tree preservation and maintenance, new plantings, and landscaping; (2) Recommend expenditures from the Jewell Whitehead endowment for new plantings and other beautification projects; (3) Continue to communicate and consult with City of Valdosta on projects of mutual interest, including the Onemile Branch Restoration through campus and Drexel Park.

Recycling (1) Work with the University administration toward full implementation and development of the campus-wide recycling program begun during Spring Semester 2007, especially as it relates to educating the campus community about the program; (2) Work with VSU administration to establish quantitative base-line data on VSU's landfill use and recycling efforts; (3) Work with VSU administration to monitor and quantify progress of the recycling program, striving toward a goal of 20% waste reduction through recycling.

Energy Conservation (1) Work with the VSU administration toward full implementation of a campus-wide energy conservation program, especially as it relates to educating the campus community about the VSU's Energy Policy; (2) Work with VSU administration to establish quantitative base-line data on energy usage for each VSU unit or building; (3) Work with VSU administration to monitor and quantify progress of the energy conservation program.

Other Goals (1) Coordinate with SGA/SAVE on its "Blazing Green" campaign, including upcoming campus and creek cleanups, and on meetings with Freshman Year Experience and Emerging Leaders classes to educate them about campus environmental programs such as recycling and energy conservation; (2) Work with SGA/SAVE in reviewing the American College and University Presidents' Climate Commitment project and make a recommendation on it to President Zaccari. [<http://presidentsclimatecommitment.org/>]

October—Reviewed and approved VSU Environmental Policy Preamble and slight revisions to Tree Preservation and Maintenance Policy. Reviewed Presidents Climate Commitment document (SAVE); did not make recommendation. SAVE gave reports on Campus Energy Audit, possible implementation of VSU "Green Fee," and Southeastern Student Renewable Energy Conference (SSREC) to be held at VSU in Feb.

November—Energy Conservation subcommittee (ECS) submitted draft "Interdisciplinary Initiative to Establish an Internal Competitive Grants Program in Energy Conservation." Recycling subcom. presented plan to distribute informational flyer on VSU's recycling programs; will seek funding. CBSS reported on numerous meetings (see report below).

February—Report on January meeting (Bergstrom, Carter) with Pres. Zaccari and VP Black in which it was announced that a new L-shaped design for the new Georgia Hall was being pursued, and its implication for tree loss. Report on numerous site meetings and consultations by CBSS (see below). Report by Recycling on future goals (see below).

March—Subcommittee reports from ECS and CBSS. Encouraged ECS to prepare Budget Initiative for their grants program (see Nov.). Discussion of recycling issues with G. Gordon.

April—Discussion of management and monitoring of Recycling efforts on campus and needs for additional receptacles, with some re-distribution, building monitors, and education of campus publics about the program. Report of numerous consultations on tree/landscape issues by CBSS. Under New Business and following discussion, a motion was introduced and seconded (Carter/Flowers) and passed unanimously as follows: "We urge the administration to avoid the demolition of solidly constructed masonry buildings in order to replace them with wooden frame buildings of questionable quality and longevity, as doing such creates problems that compromise efforts to preserve trees on campus and creates unnecessary waste materials that ultimately must be disposed in landfills."

Subcommittee Reports

I. Campus Beautification and Stewardship (CBSS):

CBSS Members active during 2007-08: M. Benton, B. Bergstrom, D. Bogyo, R. Carpenter, R. Carter, C. Davis (student), R. Delong, B. Flowers, J. Grable, M. Griffin, D. Hedgepeth, M. Pufong, A. Santas, S. Thompson, J. White (student).

Fall Activities (B. Bergstrom, Chair)

Aug. 21—CBSS (G. Waggener, outgoing Chair) met with M. Griffin on design of temporary parking lot at Georgia Ave. east of the new student health center and partially over site of Parking and Transportation bldg., to be demolished. Recommendations were made for trees to remove and for adequate protections for some that will remain; these included use of porous paving material.

Sep. 21—CBSS met with R. Zaccari, L. Levy, and C. James to discuss the design and construction of the Patterson St. decorative fence; we unanimously approved the project. We were also shown preliminary plans for a covered bus stop along Oak St. near Palms Dining Center; it was not clear if there were any tree issues with the latter.

Oct. 9—B. Bergstrom (Chair) met with landscape architect B. Ganas to discuss tree removals, protections, and replacement plantings at the site of the planned New Student Union.

Oct. 10—B. Bergstrom and R. Carter toured the Sustella Ropes course under construction by Campus Recreation with R. Hammond and G. Martin to discuss removal and pruning of many dead, dying, and or leaning trees that threaten boardwalk and other elements. We also gave advice on drainage and mosquito abatement and some minor access improvements that might require notification of Army Corps of Engineers.

Nov. 2—Fall Meeting (9 CBSS members present): (1) Bergstrom updated CBSS on Georgia Hall design: at meeting of design team yesterday, it was agreed they would look into alternative plans to alter footprint so as to avoid removal of or adverse impacts to a significant cluster of old longleaf pines near the Camellia Trail. Options include altering the building shape (e.g. from "T" to cruciform) and/or adding 7th floor and/or moving the north wing to a south wing. A draft letter to Dr. Zaccari signed by Bergstrom and Carter (Chair, EIC) applauding the team for doing this and encouraging that result was read and was endorsed by vote of the committee (motion Santas, second Bogyo).

(2) Bergstrom reported there may be need to propagate and/or relocate some of the camellias along the trail, depending on the outcome of the building redesign study. The Camellia Garden (behind International Programs) and building front or side yards on adjacent lots were discussed as possible transplant sites. It was agreed that Flowers (VSU Horticulturist) examine the camellia plants in this area and begin to propagate, as well as survey them for their health and condition.

(3) Bergstrom reported a discrepancy between trees indicated for removal on the Tree Save Plan for Hopper Hall and trees actually removed (based on his and Carter's site survey in August). Several unflagged trees were removed (many of these apparently should have been flagged), and at least one tree (live oak) marked in the plan as to be saved was indeed removed. We still need clarification on this. One saved live oak within the construction fence is not a healthy specimen; committee agreed to recommend Bergstrom discuss with Brett Ganas removing and eventually replacing this with a specimen planting. Also, CBSS and Brett need to examine tree-protection of a large live oak growing between N. Oak St. and construction site; fill may have been placed atop this tree's roots. Possible mitigation for this was discussed (Griffin, Carter).

(4) Black had previously shared plans for several temporary parking lots (while two parking decks are under construction) with CBSS, including 2 lots totalling over 500 cars on N. Campus, and a 40-car lot on Georgia Ave. around the site of the current parking and transportation building (to be demolished soon). Bergstrom, Carter assumed the latter was the lot CBSS met with Griffin in August to discuss and that the special provisions we all agreed to at that time (specific trees to be protected within wells, use of permeable paving over root zone) be adhered to. Bergstrom requested an updated plan/drawing showing these details be provided for the record; Black to check into this.

(5) There was a 4th lot mentioned in reports sent to CBSS by e-mail, that identified as a "Mary Street" temporary parking lot. Black explained that this would be a portion of the Foundation-owned undeveloped sports complex property south of Sunset Hill cemetery, which would be used as parking and staging during deck construction. Black indicated that funds to fully develop the sports fields (other than the on-site building) were not yet available, and that the temporary use for parking and staging would involve only that portion needed for that immediate use. Based on plans e-mailed by Ray Sable, Bergstrom said the whole property appeared to contain hundreds of trees, many of them live oaks and some of considerable size. There was some discussion/speculation about what would be done with the tree limbs and trunks; White suggested that the Art Dept. may have use for some in their sculpture program, and she would contact Hollis Barnett. A motion (Santas, Grable) to approve the 4 temporary parking lots discussed above, with the condition that the Georgia lot be built and specific trees be protected to specifications CBSS advised in August, and that at the Mary Street property, only those trees necessary to remove for the temporary lot (and not any additional needed only for the longer term development of the sports fields) be removed at this time. Motion carried.

(6) Bergstrom indicated a need to meet with Brett Ganas about tree-save and landscape plans for the new Student Union complex; he had previously given recommendations to save and incorporate into the landscape (or if not possible, then move, if feasible) several large hollies near the old gym and 1 or 2 magnolias along Oak St. Ganas has not gotten back on these questions, and the lanscape drawing is undecipherable (but probably does not include trees, anyway).

Spring Activities (R. Carter, Chair)

1. 03 January 2008: Mr. Monty Griffin (VSU Landscape and Grounds) consulted with CBSS about construction of a short sidewalk to connect the existing sidewalk along the north side of Farber Student Health Center with the nearby Oak Street pedestrian crossing; proposed sidewalk to follow existing foot-trail established by student pedestrian traffic. Mr. Griffin assured that no trees would be removed, precautions would be taken to insure protection of several old longleaf pine trees nearby, root damage would be minimal as no excavation would be done during the sidewalk construction, and precautions would be taken to avoid unnecessary movement of equipment in the root-zones of trees.
2. 05 January 2008: Mr. Rob Kellner (VSU Auxiliary Services) consulted with CBSS about two trees at the Hopper Hall construction site that were in a state of decline and required attention. Consulting arborist Mr. Duane Cunningham recommended one tree be removed and remedial measures to save the other. One of the trees (courtyard live oak) was already approved for removal prior to construction. Mr. Kellner indicated that measures would be taken to save and protect the second tree, a large live oak along Oak Street, during and after construction.
3. 10 January 2008: After considering a request (08 January 2008) by SSgt. Paul Turner (VSU Aerospace Studies) to remove a large pine near the southwest corner of Barrow Hall (North Campus) and visiting the site, the CBSS provided the following assessment and recommendation. The large pine in question is near the edge of the asphalt parking strip along the west side of Barrow Hall. In constructing the parking strip many years ago, there was no well placed around the tree. Subsequently, growth of the tree's major roots has caused the asphalt to buckle severely in the immediate vicinity. Simple landscaping measures would remedy this situation. Recommendation: Carefully remove the asphalt from the critical root zone using hand implements and install a tree well or take other measures to protect the tree. This solution would result in elimination of 2-3 parking places, which according to the original complaint are less than optimal to begin with.
4. 09 January 2008: A complaint about an issue of inadequate tree-protection in the newly constructed temporary parking lot at the site of the former Parking and Transportation Building along the north side of Georgia Avenue was brought before the Subcommittee and the administration. The CBSS recommended to representatives of the administration (Dr. Vic Douglass, VSU Facilities Planning; Mr. Monty Griffin, VSU Landscape and Grounds) that substantial barriers be strategically placed around the trees in question in order to provide greater protection.
5. 07 February 2008: Representatives of the CBSS met with Dr. Vic Douglass (VSU Facilities Planning) and the superintendent of Juneau Construction on the New Student Health Center construction site (Georgia Avenue) to consider a request by Juneau Construction to remove a portion of a large American holly tree. The Juneau superintendent agreed to hire a certified

- arborist to insure proper treatment and judicious pruning of the tree and assured the subcommittee representatives that the building contract did call for irrigation of the holly and adjacent large loblolly pine trees and that this would be done. The subcommittee will work with the administration to replace the trees in kind, should they die as a result of the construction.
6. 05 March 2008: After considering a second request, this time by Lt. Col. Elledge (VSU Aerospace Studies), to remove the large pine tree at Barrow Hall (North Campus), the Subcommittee voted by email to adhere to its original position to preserve the tree in question and take remedial measures to insure its protection.
 7. 05 March 2008: Mr. Monty Griffin (VSU Landscape and Grounds) consulted with the CBSS about the removal of a severely wind-damaged loblolly pine along Two Mile Branch.
 8. 18 March 2008: Monty Griffin (VSU Landscape and Grounds) consulted with the CBSS about the removal of a large moribund water oak on the west side of the Psychology Classroom Building in University Park near the intersection of E. Force St. and Slayer St. After inspecting the site, representatives of the CBSS concurred with Mr. Griffin's recommendation that the tree be removed.
 9. 27 March 2008: Representatives of the CBSS met with Mr. Monty Griffin (VSU Landscape and Grounds) and Mr. Ray Sable (VSU Physical Plant) about a pending powerline construction project along Patterson Street on North Campus, to meet increased service demand for VSU and South Georgia Medical Center. It was anticipated that three trees vic. Patterson Street bridge over Two Mile Branch would be affected. From north to south, they are: (1) yellow poplar (*Liriodendron tulipifera*), (2) sweetbay magnolia (*Magnolia virginiana*), and (3) swamp black gum (*Nyssa biflora*). All three trees are mature specimens ranging from approximately 15-20 inches DBH. Georgia Power Company officials indicated to Mr. Griffin that they anticipate the center tree (no. 2) will be minimally affected. However, Georgia Power Company officials have requested permission to remove trees one and three because they are closer to the street and the projected powerline route. The CBSS made the following recommendations: The CBSS requests that Georgia Power Company make every effort to avoid damage to all of the trees in the area. Furthermore, recognizing that removal of trees nos. 1 and 3 might be necessary, we recommend that Georgia Power Company make every reasonable effort to avoid their removal and damage, including judicious pruning, and request that Georgia Power Company replace, in kind, any trees damaged or killed by their construction activities.
 10. 24 April 2008: The CBSS met with representatives of the administration (Mr. Robert Tindall, VSC Facilities Planning) to consider a request by Mr. Ray Sable (VSU Physical Plant) to use Whitehead funds to provide tree protection and improvement of the parking lot adjacent to Barrow Hall, North Campus. After discussing several options, representatives of the CBSS recommended use of low impact fencing to restrict pedestrian traffic from the area, e.g., aesthetically pleasing steel posts connected by chain or some kind of wooden fence. Physical Plant has materials on hand for construction of a wooden fence; however, if a fence of steel posts and chain is used, then the administration will most likely request Whitehead funds for its construction. Mr. Tindall will investigate the cost of a fence of steel posts and chain. Mr. Tindall also described a project to renovate the small Parking and Transportation building near the southeast corner of the Oak Street Parking Lot. This building will be used as a Campus Visitor Welcome Center for dispensing information, visitor parking passes, etc. Plans are to renovate and expand this building to include a covered drive-through along the east side of the building. The expansion will require the removal of one red maple specimen east of the building. The CBSS approved removal of the tree with the stipulation that comparable trees (at least 2 inch DBH) be planted on site to replace the one removed. The CBSS approved a request by Mr. Monty Griffin (VSC Landscape and Grounds), on behalf of Juneau Construction, to remove the lowest branches from two large pine trees adjacent to the New Student Health Center currently under construction. The pruning will be done by Mr. Duane Cunningham, Certified Arborist.

II. Recycling Subcommittee:

Members active during 2007-08: M. Benton (Chair), J. Bickerstaff, C. Denizman, N. Fast (student), J. Fisher, G. Gordon (ex officio), A. Hancock (student), C. Hart, D. Holliman, M. Lancaster, R. Sable, M. Schlairet

Recycling met 4 times this year, twice each semester. Our activities were organized around the following goals and objectives. An informational flyer is forthcoming.

COMMITTEE GOALS	COMMITTEE OBJECTIVES	COMMITTEE ACTIVITIES
1. Work with University administration to implement and develop campus-wide recycling program, especially relating to educating campus community about the program.	Develop and implement educational programs targeting students and faculty during the 2007-2008 academic year.	Faculty educational program to include: 1. Development and dissemination of recycling flyer – spring and fall 2008; 2. Faculty-wide email message referencing flyer – spring 2008. Rationale: Educational program initially targeted at faculty with anticipation of “trickle down” effect on students.
2. Work with University administration to establish quantitative base-line data on landfill use and recycling efforts.	Establish quantitative baseline data using 2007-2008 academic year.	On-going monitoring by G. Gordon. Quantitative and qualitative data reported at Subcommittee meetings.
3. Work with University administration to monitor and quantify progress of the recycling program, with goal of 20% waste reduction through recycling.	Increase VSU recycling by 20% during 2008-2009 academic year.	See Activities for Goal 1 above. Educational program developed in order to increase campus-wide participation in recycling program.

III. Energy Conservation Subcommittee:

ECS Members active during the 2007-08 year were: M. Sanger (Chair), J. Barnett, D. Cunningham, N. Fast (student rep. SAVE), R. Goddard, G. Gordon (ex officio), M. Hamm, C. Hand, J. Hornsby, T. Manning, M. Pufong, K. Rumstay, R. Sable (ex officio), J. Vasseur.

The committee met twice early in the year, at which time we decided to focus on working toward an interdisciplinary initiative to establish an internal Competitive Grants Program in Energy Conservation. During the course of the year we met with Louis Levy, Brian Adler, Barbara Gray and John Pascarella in our attempt to move the initiative forward. As the year comes to an end, we continue to work on moving this program forward, and hope to complete a Budget Initiative for it during Fall of 2008.

ATTACHMENT I: Faculty Development and Research Committee Annual Report 2007-2008

Committee Chair: Karin Murray

The Faculty Development and research Committee met monthly. The committee met four times in Fall 2007, and 3 times in Spring 2008. Currently the committee is not planning on meeting again this semester unless the need arises, since all funds have been expended.

Beginning Funds: \$150,100.00 (and then an additional \$25,000 was added in the Fall Semester totaling \$175,100.00)

Total number of Awards made for FY08: 263

Awards granted by College and Division are:

College of the Arts	45
College of Arts and Sciences	103
College of Business Administration	20
College of Education	74
College of Nursing	14
Odum Library	4
Social Work	4

ATTACHMENT J:

Library Affairs Committee Annual Report 2007-2008

The Library Affairs Committee met twice during the 2007-2008 academic year.

At the fall meeting held November 9, 2007, Dr. George Gaumont, University Librarian, explained the funding formula for library allocations. No changes were made to the current funding formula. Dr. Gaumont explained the process for awarding funds from the Library Contingency Fund. The committee discussed the fund request form and approved a change. Step 5 was changed on the form so that requested items would be ranked in order of priority. The committee also agreed to make contingency request forms due the first day after the MLK holiday.

At the spring meeting held Friday, January 25, the committee reviewed three contingency fund requests. All three requests received funding, as approved by the committee. The request from the Art Department, submitted by A. Blake Pierce, received \$1,533, which was the requested amount. The request from the Nursing College, submitted by Dr. Jean Smith Temple, received \$6,467 on an incomplete request. The request from the Music Department, submitted by Maila Gutierrez Springfield, received \$2,000 of the \$9,960 requested. After the meeting, Dr. Gaumont sent to members of the committee a form with Contingency Fund allocations from previous years, with the intent that the data might be used in future committee discussions.

At the spring meeting, Dr. Gaumont also explained the password protection system recently implemented for computer access at Odum Library.

Respectfully submitted,

Lars Leader, Chair

ATTACHMENT K: Minority and Diversity Issues Committee

Year End Report Minority and Diversity Issues Committee

The Minority and Diversity Issues Committee held four meetings during the 2007-2008 academic year. Committee Members included LeVonne Lindsay (COA), James Ernest (COE), Luis Bejarano (A&S), Nancy Redfern Vance (CON), Rajesh Iyer (COB), Suzannah Patterson (COA), Janet Foster (COE), Rich Vodde (SW), Fred Knowles (A&S), Julie Bowland (COA), Marta Kvande (A&S) and Babacar Mboup (A&S). Ex Officio members included Maggie Viverette, Director of Equal Opportunity Programs/Multicultural Affairs, Shelia Wakely, representative for the Director of Counseling, and Denise Bogart, Director of Human Resources.

The Executive Committee elected to include corrections in italics. Please note the roster given in this annual report is incorrect, as per the Committee on Committees:

Date: Sat, 03 May 2008 13:52:39 -0400
From: Barney Rickman <bjrickma@valdosta.edu>
Subject: FW: Minority and Diversity Issues Roster
To: chjames@valdosta.edu
X-Mailer: Microsoft Outlook, Build 10.0.4510
Importance: Normal
Original-recipient: rfc822;chjames@valdosta.edu

Christine,

Here is the official roster sent to Babacar last August. Best, Jay

Dr. Barney J. Rickman, Professor & Director of Undergraduate Studies (History)
Chair, Faculty Senate's Committee on Committees; Treasurer, AAUP @ VSU
History Dept., Valdosta St. Univ., Valdosta, GA 31698-0035

-----Original Message-----

From: Barney Rickman [mailto:bjrickma@valdosta.edu]
Sent: Friday, August 10, 2007 8:50 AM
To: 'Babacar Mboup'
Cc: 'Christine A James'
Subject: Minority and Diversity Issues Roster

Here is your roster.

Minority and Diversity Issues

Mark Kiyak	(COA) CE Sen.	2007-2010		
Babacar Mboup	(A&S) C, Sen.	2006-2009		
Clemente Hudson	(COE) PC, Sen.	2005-2008		
LeVonne Lindsay	(COA)	2006-2009	Brenda Dixey	(COE) 2007-2010
Marcy Hess	(A&S)	2007-2010	Erin Huskey	(A&S) 2007-2010
Nancy Redfern-Vance	(CON)	2006-2009	David Kuhlmeier	(COB) 2005-2008*
Suzannah Patterson	(COA)	2005-2008	Janet Foster	(COE) 2006-2009
Rich Vodde	(SW)	2007-2010**	Fred Knowles	(A&S) 2005-2008

ex officio:

Maggie Viverette, Director for Equal Opportunity Programs/Multicultural Affairs
Sheila Wakeley, Student Affairs Counselor

Denise Bogart, Director of Human Resources

Best,

*Dr. Barney J. Rickman, Professor & Director of Undergraduate Studies (History)
Chair, Faculty Senate's Committee on Committees; Treasurer, AAUP @ VSU
History Dept., Valdosta St. Univ., Valdosta, GA 31698-0035*

The Chair of the committee, Dr. Babacar Mboup, called the first meeting on February 14, 2008. At this meeting Dr. Mboup informed the committee of the responsibilities of the committee according to Article VI (procedures) of the Senate bylaws. Dr. Mboup was particularly concerned with the lack of attendance by committee members in the previous year and wished to see improvement under his chairmanship. He also was concerned about the lethargy of the committee due to the absence of charges from the Faculty Senate for this year.

Please note that committees are always encouraged and expected to bring up issues as they see fit, provided that they report their own self-charged issues to the Executive Committee.

To remedy the situation, the committee by a large majority decided to be proactive in establishing a plan of actions with the creation Contact groups/Subcommittees. These contact groups or liaison groups were charged with getting in contact with the diversity and minority communities and associations on campus and inviting speakers from those communities to come and share their concerns with DMI . The following are the Contact Groups/Subcommittees:

- Gay , Lesbian, Bisexual & Transgender
- Native American Association
- Muslim Students Association
- Equal Opportunity
- Religious Diversity
- Buildings an facilities Disability Access

Each of these subcommittees was chaired by a DMI committee member. The chairs have made direct contact with the Access office, the Multicultural and Equal opportunity program, the plant Operations, the Muslim community and the Gay and Straight Alliance on campus.

As a result of these contacts, the agenda of our three subsequent meetings (Feb 28, March 27, and April 24) included guest speakers who shared information, issues and concerns about their communities or associations. In total we have had four invited speakers.

At the last meeting on April 24, 2008, Dr. Mboup announced that he was rotating out to let Dr. Mark Kiyack chair the committee starting fall 2008.

Please note the spelling of Mark Kiyak's name in the committee roster included above, listed as CE (2007-2008) and C (2008-2009).

Babacar Mboup, Chair

ATTACHMENT L: Student Activities Committee

**Annual Report of the Student Activities Committee
Made to the Faculty Senate
May 2008**

The Student Activities Committee met on September 11, 2007, November 6, 2007 and March 27, 2008. Minutes of these meetings and this report have been placed on file in the archives at Odum Library.

Members Attending: – Heather Brasell - Chair, Gina Doepker - Chair-elect, Patrick McGuire - Secretary, Joseph Staats, Michael Stoltzfus, Daniel BaracsKay, Stacey Walters, Michelle Gilbert, Ofelia Nikolova, Michelle Gilbert, Carol Smith, Cindy Prater;

Ex Officio Attending: Richard Lee – Dean Students Office, Kurt Keppler – V.P. Student Affairs, Lee Williams (for Maggie Viverette) – Multicultural Affairs, Patricia Miller - Spectator

1. One of the committee's top priorities, identified last academic year, was to serve as a conduit for information between the Division of Student Affairs and faculty and articulate faculty perspectives on Student Affairs decisions. Accordingly, members of this committee were available, or recruited other faculty, to serve on the following student committees within the Division of Student Affairs:
 - a. Student Affairs Committee: Heather Brasell and Daniel BaracsKay
 - b. Student Life Committee: Daniel BaracsKay.
 - c. Student Fee Allocation Committee: Carol Smith
 - d. Student Communication : Sean Lennon
 - e. Student Crisis Response Committee: Gina Doepker
 - f. Student Recreation: Michael Stoltzfus
 - g. Health Education/Promotions: Michelle Gilbert
 - h. Faculty Senate Student Services: Pat Miller
2. In addition, the Student Activities Committee met the following goals for the year (they were):
 - a. Review the Student Activities Committee bylaws (no changes).
 - b. Elect a Secretary for the Student Activities Committee.
 - c. Promote student nominations by faculty for Who's Who.
 - d. Distribute FAQs regarding the Spectator to faculty.
 - e. Begin FAQs on Student Activities for faculty, providing links to information already existing on VSU websites.

Respectfully submitted,

Heather Brasell, Chair

BYLAWS OF THE STUDENT ACTIVITIES COMMITTEE

ARTICLE I. STUDENT ACTIVITIES COMMITTEE

The Student Activities Committee is a Standing Committee of the Faculty Senate.

ARTICLE II. CHARGE

a. The Student Activities Committee:

1. reviews and recommends policies and procedures pertinent to student discipline;
2. reviews and recommends policies and procedures pertinent to student publications;
3. reviews and recommends policies and procedures pertinent to student organizations;
4. reviews and recommends policies and procedures pertinent to fraternities and sororities;
5. reviews and recommends policies and procedures pertinent to concerts and lectures;
6. reviews and recommends policies and procedures pertinent to student affairs in general.

b. The Committee will work closely with the Vice President for Student Affairs and coordinate with the Student Life (SL) Committee and its related committees to avoid duplicating committee responsibilities.

ARTICLE III. MEMBERSHIP

The membership of the student Activities Committee is composed of:

- a. members who are nominated by the Committee on Committees and approved by the Faculty Senate. Membership is assigned to properly represent each School, and the Odum Library. All Committee members serve three-year, staggered terms. Terms of Committee members begin on September 1 and end on August 31.
- b. no fewer than two (2) elected Senators selected by the Committee on Committees and approved by the Faculty Senate;
- c. no fewer than one (1) student recommended by the President of the SGA;
- d. ex-officio members who are nominated by the Committee on Committees and approved by the Faculty Senate. Ex-officio members of the Committee are non-voting members. The chairperson of the committee may request that ex-officio members be appointed to the Committee by making a written request to the Committee on Committees.

A member of the Committee who finds it necessary to resign must provide the Committee chairperson written notification no less than seven (7) days in advance of the effective date of resignation. Within (7) days of notification, the chairperson will notify the Committee on committees of the resignation. The Committee on Committees appoints replacements.

ARTICLE IV. OFFICERS

The officers of the Student Activities Committee will consist of:

- a. Chairperson: The chairperson of the Student Activities Committee must be a Senator and is elected by the Committee for a term of one (1) year. The term of the chairperson may be renewed;
- b. Secretary: The secretary of the Student Activities Committee is elected by the Committee for a term of one (1) year. The term of the secretary may be renewed.

ARTICLE V. SUB-COMMITTEES

- a. The Student Activities Committee may create sub-committees. At least one (1) member of the sub-committee must be a member of the Student Activities Committee.
- b. Sub-committee members do not need to be faculty or Senators and are chosen solely by the Committee. The terms of the sub-committee members are determined by the Committee.
- c. The chairperson of the Committee will inform the Committee on Committees of the membership of sub-committees.
- d. Chairpersons of sub-committees will be appointed by the Committee chair, subject to approval of the Committee.
- e. Chairs of sub-committees will give the Committee prior notice of meetings, provide minutes of meetings, and submit recommendations and reports as determined by the Committee.

ARTICLE VI. PROCEDURES

- a. On or before October 1, the Student Activities Committee will discharge the following responsibilities:
 1. Set a schedule of its regular meetings and so inform the Committee on Committees.
 2. Submit to the Executive Committee of the Faculty Senate a report containing an assessment of its charge and the goals it wishes to achieve in the coming year.
 3. Submit written rules governing its procedures to the Executive Secretary of the Faculty Senate and place these written rules on reserve in the Odum Library.
- b. Reports, recommendations, and proposals must be sent in writing to the Committee chairperson at least two (2) weeks prior to the next scheduled Committee meeting. The Committee chairperson is responsible for setting the agenda for meetings.

- c. All Committee and sub-committee meetings are open. The Committee will decide whether or not guests of the Committee will be heard and under what conditions.
- d. Meetings will be conducted according to the last revision of Robert's Rules of Order.
- e. The Committee will keep substantive minutes or recordings of its deliberations. Copies of Committee minutes or recordings, reports, proposals, recommendations, and all other documents are to be placed on reserve in the Odum Library no later than two (2) weeks after a Committee meeting.
- f. The Committee will prepare an annual report and submit it to the Executive Secretary of the Faculty Senate by June 15.
- g. A majority of the Committee membership will constitute a quorum.

ARTICLE VII. AMENDMENTS TO BYLAWS

- a. A proposed amendment to the Committee bylaws must be submitted in writing to the Committee chairperson at least two (2) weeks prior to the next scheduled meeting.
- b. A majority vote by those members in attendance and voting will be required to amend the Committee bylaws.

VIII. VOTING PROCEDURE

- a. Voting will be by show of hands. Voting for the election of Secretary will be by paper ballot.
- b. Any member may request a paper ballot vote on any issue.
- c. Proxies will be allowed for Committee members who are unable to attend a Student Activities Committee meeting. Proxies must register with Chair prior to the meeting. No person may represent more than one (1) other Committee member at a meeting.”

ATTACHMENT M: Student Services Committee

**Annual Report of the Student Services Committee
Made to the Faculty Senate May 8, 2008
Blaine L. Browne, Committee Chair**

The charge of the Student Services Committee from the By Laws and Statutes:
To review and recommend policies and procedures pertinent to such student services as financial aid, housing, health services, counseling services, mail services, and food services.

The Student Services Committee convened three times during the Fall semester and 3 times during the spring semester. The minutes of each of these meetings are on file at the Odum library.

Financial Aid appeals subcommittee report:

Chair: Dr. Luis Bejarano

<u>Dates</u>	<u>#of Appeals</u>	<u>Approved</u>	<u>Denied</u>
July 17, 2007	15	2	13
Sept. 11, 2007	15	3	12
Dec. 4, 2007	5	1	4
Jan. 29, 2008	5	1	4

Financial Aid subcommittee will meet again on April 15th 2008.

The Student Services Committee met six times and addressed a different issue at each meeting. Each issue that was addressed is listed below along with the meeting date.

1. The committee met on September 21, 2007.

The committee began by reviewing the bylaws and goals for the year. We then discussed possible issues that the committee could begin to work on.

The first issue the committee began was to discuss what improvements could be made to the Student exit survey. The committee also began discussing the issue of student withdrawal.

2. October 19, 2008 Meeting.

The committee invited Dr Kristina Cragg to attend our meeting and she brought copies of the senior exit survey for us to look over and discuss. The committee came up with some changes and edits to the survey to give to Dr Cragg and discussed ways that the data could be used.

3. November 9, 2008 Meeting.

The student services committee met on November 9th to discuss a change in beginning registration time due to faculty complaints about students skipping class to register at 9am. Chuck Hudson met with the committee and we thoroughly discussed this issue. After a lengthy

discussion, the question was called. Both the committee and Registrar unanimously agreed to change the starting time for registration from 9am to 7am. This change will be effective for the summer and fall registration period as of 2008.

4. February 1, 2008 Meeting.

Alicia Roberson from the advising center met with the committee and we discussed advising issues and also agreed to help her with the Faculty focus groups that she and the advising center were setting up for that month.

The committee then discussed the withdrawal issue and whether our committee was the appropriate one to work on these issues. We came up with two questions that we felt was related to the Student Services Committee:

Question 1: Should the Student Services Committee develop something for educating students about the consequences of withdrawing?

Question 2: Should this committee develop a plan to revise withdrawal policies?

To help us answer those questions we invited Walter Peacock to our next meeting.

5. March 21, 2008

We first voted on adding a COSA representative to the committee. We then discussed changing the bylaws so that ex-officio members could vote at the meetings.

Walter Peacock then presented valuable information about withdrawal to the committee. After much discussion the committee came up with a few suggestions that may be useful in lowering the withdrawal rates:

1. The committee would like to recommend that a pop up window be programmed into Banner so that when a student goes to withdrawal from a class it informs them of the consequences of withdrawing. At the next meeting we are to come up with what would be written in the pop up box. We are also to ask Chuck Hudson what he thinks about this idea and if it would be possible to implement.
2. We would like to recommend developing a statement about withdrawing that could be put into the syllabi of all classes. Maybe a 3-4 sentence paragraph informing students about consequences of withdrawing.
3. Walter recommended that we should: Make a recommendation to the appropriate committee to limit the maximum number of classes taken from 19 hours instead of 17 which may help reduce withdrawing.
(The SSC recommends that the limit be changed from 19 to 17)
4. Dixie and Walter both brought up the idea about moving the withdrawal deadline further into the semester so that students can make a more informed decision. Many

students simply drop if they don't do well on the first test . If they are given more information, such as more than 1 test then maybe they would stay in the class.

6. April 11, 2008

1. The committee voted to approve a change in the bylaws allowing ex-officio members to vote. This vote was passed by a majority decision. This change to the Bylaws was sent to the faculty senate for approval.

This changed bylaw will read as follows:

h) Ex Officio members are appointed to the Student Services Committee by the Committee on Committees. The Student Services Committee may nominate ex officio members by sending written nominations to the Committee on Committees. All ex officio members on the Student Services Committee will be voting members.

2. During this last committee meeting we reviewed the comments provided by Chuck Hudson about the withdrawal issues that the committee had developed. After much discussion it was decided that the Education Policies Committee would be the appropriate committee to examine the issues that this committee had brought up. These issues are listed above under the March 21st meeting. The committee also wanted to change issue #3 to read:

The SSC recommends that the maximum number of hours taken be changed from 19 to 17 hours for Freshman and Sophomores or they may take more with permission of their advisor.

3. Finally, the committee recommended that a survey be developed to find out why students withdrawal from classes. We also proposed that we send this request to Dr Kraggs office for consideration. This survey could be used in VSU 1101 classes to determine what students know about the withdrawal process.

Respectfully submitted,

Blaine L. Browne, Chair

Student Services Roster

Blaine Browne (COE) C Sen 2006-2009
Luis Bejarano (A&S) CE, Sen. 2007-2010
Chere Peguesse (A&S) PC, Sen. 2005-2008
Duke Guthrie (COA) 2006-2009**
Gerald Merwin (A&S) 2005-2008
Lori Howard (COE) 2007-2010
Pat Miller (A&S) 2007-2010

Delane Flowers (CON) 2005-2008
Hasson Tavossi (A&S) 2006-2009*

M. Puffer-Rothernberg (LIB) 2007-2010
Mary Ellen Dallman (COE) 2005-2008*
Jean Temple (CON) 2006-2009
James Nienow (A&S) 2005-2008
Dixie Haggard (A&S) 2006-2009

ex officio:

Rob Kellner, Director of Auxiliary Services

Mark Williams, Coordinator of Alcohol & Other Drug Education

Douglas Tanner, Director of Financial Aid

Scott Doner, Director of University Police

Tom Hardy, Director of Housing and Residence Life

Kimberly Tanner (née Godden), Director of Access Office for Students with Disabilities

Students to be appointed by Johnathon Stroble, President of SGA

ATTACHMENT N: Technology Committee

Technology Committee
Annual Report
2007-2008 Academic Year
Robert J. Williams, Committee Chair

The Technology Committee met twice during the 2007-2008 academic Year.

At its September 17, 2007 meeting, the Committee reviewed its charge as outlined in the Senate bylaws. It was concluded that the Committee has an important role to play regarding technology issues at VSU, and the Committee also serves an important function as a conduit for the faculty to add its input into various issues involving technology on campus. Overall, the Committee is satisfied with the statement in the bylaws regarding its responsibility.

Lisa Baldwin and Joe Newton informed the Committee that the imaging of Students' photographs would soon be available on Banner, and that "Turn-it-in" plagiarism prevention software would be tested on campus during the spring 2008.

At its March 31, 2008 meeting, the Committee addressed an issue remanded to it by the Faculty Senate regarding the need to expand the Web Board by adding one new faculty member to the Web Board. After a campus-wide search for nominees, the Committee selected Mr. Steven Taylor from the Department of Music as its faculty nominee to serve on the Web Board.

Also at the March 31 meeting, the Committee was updated about the new imaging technology for adding students' photographs to Banner, and the status of the trials involving the new plagiarism prevention software that will soon be available on campus. In addition, the Committee decided to delay its approval of the VSU information security policy and acceptable use policy until the university attorney has an opportunity to review the documents.

Respectfully submitted,

Robert J. Williams
Committee Chair, 2007-2008