



Valdosta State University
University Planning Council
Efficiency Implementation Task Force
Meeting Minutes
Tuesday March 2nd 2004

VSU Concise Mission Statement: - The mission of Valdosta State University is to:

- Prepare our students to meet global opportunities and challenges through excellence in teaching and learning.
- Expand the boundaries of current knowledge, and explore the practical applications of that knowledge, through excellence in scholarship and creative endeavors.
- Promote the economic, cultural, and educational progress of our community and of our region, through excellence in service outreach.

VSU seeks to accomplish this mission in a dynamic, student-centered learning environment marked by respect for the diverse abilities, backgrounds, and contributions of all members of the university community.

Task Force Objective (charge) – Marsha Krotseng: “To review the list of potential efficiencies, recommend specific items for implementation with the method/timeframe for implementation.”

Task Force Deadline: Report our recommendations to the University Planning Council on April 26th 2004

Task Force MEETING March 2, 2004, Agenda: [\(Minutes will appear in blue type.\)](#)

[Attendance: Marsha Krotseng, Paula Hutchinson, Patrick Smith, Randy Bass, Tim Murphy, Tommye Miller, Bubba Nolan, Bill Filtz, Joan Futch, Rebecca Kimbrough, Bob Green, Traycee Martin, Sue Lampert, Linda Callendrilla, Cliff Giddens, and Jason Davenport](#)

1. Introductions
2. Review the Task Force **objective**.
3. Reach a common understanding with the word ***efficiency***.
 - a. Definition: “Acting or producing effectively with a minimum of waste, expense, or unnecessary effort.” (The original efficiency list was compiled in an effort to save money.)

4. Review the List of Efficiencies for correct **placement** of items in defined categories.
5. Identify efficiency items that have been **completed** since March 2003 or those items being addressed in another venue (Faculty Senate, COSA, SGA, Cabinet etc).
 - a. [Expand Banner system to handle classroom assignments \(Banner is capable of handling this task based on previous experience- Callendrillo\)](#)
 - b. Remove and forward in-progress or completed items to Office of Planning for publication
 - c. Discussion Focus Efficiency List #1 Copying/Printing
 - i. 1-d in-progress
 - ii. 1-m remove
 - iii. 1-q remove
 - d. Discussion Focus Efficiency List #2 Academic Programs
 - i. 2-c in-progress
 - ii. 2-d remove
 - iii. 2-e remove first sentence
 - iv. 2-n remove
 - v. 2-o in-progress
 - vi. 2-p in-progress
 - vii. 2-q remove 2nd sentence
 - viii. 2-r in-progress; move to other
 - e. Discussion Focus Efficiency List #3 Personnel
 - f. Discussion Focus Efficiency List #4 Revenues
 - i. Removed and forwarded to Dr. Krotseng for different Task Force Consideration
6. **Remove** efficiency items that do not have an apparent identifiable cost-savings.
7. Identify and list separately **additional** efficiencies not addressed in this document, but could be reviewed at another time.
8. Set **next** meeting time
 - a. [March 9th 10-11am Biology Chemistry Building Room 3026](#)
9. Additional Meeting Discussion
 - a. [E-mail Updates, removals, and suggestions to either Jason or Sue by March 9th](#)