

## Department Heads Council

November 25, 2008

Odum Library 1604

**Members in Attendance:** Bob Bauer (Psychology & Counseling), Jim Baxter (Chemistry), Michael Capece (Sociology, Anthropology & Criminal Justice Department with Marriage & Family Therapy), Ed Chatelain (Physics, Astronomy, and Geosciences), Bob Gannon (Biology), Phyllis Holland (Management), Don Leech (Curriculum, Leadership, & Technology), Rey Martinez, Jr. (Adult & Career Education), Lynn Minor (Early Childhood & Special Education), A. Blake Pearce (Art), Jim Peterson (Political Science), Mylan Redfern (Mathematics & Computer Science), Paul Riggs (History), Mark Smith (English), Barbara Stanley (Middle, Secondary, Reading & Deaf Education), Jean Temple (College of Nursing), Cindi Tori (Marketing & Economics)

**Guest:** Dr. Louis Levy, Provost

Dr. Mark Smith, Chair of the DHC, opened the meeting at 4:01 pm. The minutes of the meeting of October 28, were approved with one amendment: Dr. Martinez' first name should be spelled "Rey." Dr. Smith reported that he was on a university committee assigned to research and develop a new faculty salary model. He also mentioned a conference for academic administrators held in Orlando, Florida each February. Dr. Redfern, Liaison to the Faculty Senate, reported that the faculty senate had investigated the role of non-tenured faculty members in departmental votes on tenure and promotion recommendations.

Dr. Smith then introduced Dr. Levy who first commented on incidents that had occurred in Langdale Hall. The incidents involved graffiti and the setting of small fires. Students in the Hall had provided their names and phone numbers, upon request. Dr. Levy then passed out copies of the Interim Plan for a VSU Budget Advisory Committee. He pointed out that the proposed committee contained a broadened membership, beyond exclusively budgetary people. He noted that the DHC would send a representative, as would other academic entities. The academic representatives on the committee would be spread out among the various colleges. Dr. Levy then highlighted the twelve "Guiding Principles" of the proposed committee. Following that summary, he took several questions on various topics. He said that departments would still need to do PMFs prior to advertising for faculty positions. He also advised that faculty members should provide informal memos when taking professional trips that do not entail VSU funds. These departmental memos would replace the "Request for Authority to Travel." In addition, he commented that he would make decisions on position requests after the holiday. He is cautious in light of the possibility of budget cuts for FY 2010. He does expect an enrollment increase next year but advised that economic conditions make all such estimates somewhat uncertain. He intends at this time to provide the same level of salary increases for persons who receive promotions that go into effect on July 1, 2009. At the moment, he advised department heads to

use last year's summer salary totals as a guideline for summer 2009. Even though the creation of 6-8 super-sections for fall 2009 is a step that could help cover portions of the budget cuts, he expects that such sections will be used in good economic times as well.

Dr. Martinez called for postponement of the three presentations that are part of the DHC's continuing faculty evaluation workshop. They will take place at the January meeting of the DHC. Simultaneously, he called for adjournment of the meeting. Dr. Smith declared the meeting to be adjourned at 5:10 pm.

Respectfully submitted,

Jim Peterson, Recording Secretary