

**Council of Department Heads  
Minutes  
February 23, 2010**

Members present: Bob Bauer (Psychology & Counseling), Jim Baxter (Chemistry), Michael Capece (Sociology, Anthropology, Criminal Justice, and Marriage and Family Therapy), Ed Chatelain (Physics, Astronomy, and Geosciences), Fred Downing (Philosophy & Religion), Robert Gannon (Biology), Phyllis Holland (Management), Reynaldo Martinez, Jr. (Adult & Career Education), Corine Myers-Jennings (Communication Sciences and Disorders), Jim Peterson (Political Science), Blake Pearce (Art), Mylan Redfern (Math and Computer Science), Paul Riggs (History), Viki Soady (Modern and Classical Languages), James Shrader (Music), Mark Smith (English), Barbara K. Stanley (Middle, Secondary, Reading, and Deaf Education), Len Weld (Accounting and Finance).

Guests: Joe Newton, Director of Information Technology

Council Chairperson Rey Martinez called the meeting to order at 4:00 pm. The minutes of the January 2010 CDH meeting were then considered. The minutes were approved on a Bauer/Soady motion.

Chair Martinez announced that Drs. Schloss and Gunter were at an out-of-town meeting and unable to attend the CDH meeting. However, Dr. Schloss sent several comments to the group:

- He is committed to converting temporary faculty positions to permanent positions.
  - Fourteen searches are presently underway to convert temporary to permanent positions.
  - Twelve to fourteen similar searches will be conducted next year.
  - Guidelines for requesting conversions will be forthcoming.
- VSU is in “good shape” financially for remainder of the year. No further cuts are anticipated.

Dr. Gunter also forwarded some remarks:

- Decisions on Strategic Focus 2011 proposals will be coming soon.
  - The Dean’s Council has already ranked them.
- Course reassignment requests will be considered in the next few weeks.
- A university-wide promotion and tenure advisory committee has been organized. Dr. Martinez will represent the CDH on this committee.

Joe Newton, Director of Information Technology, addressed the Council:

- Campus computers will be “refreshed” in three phases: November, January, and February. IT has ordered 186 replacement computers, with 4 gigabytes of RAM and 24-inch monitors.
  - Distributions of computers will be based on “unit to whole ratios of knowledge workers.”
  - Divisions/units will determine allocations.
  - Inventory report will be sorted by age of equipment.

- Luminis/BlazeNet will be replaced June 30, 2010.
  - Calendaring and student, faculty, and staff e-mail will be outsourced to Live@Edu on June 30, 2010.
- Over the next three years, the university will move to “Virtual Desktop Infrastructure,” which will move core desktop resources into a high availability data center to better protect resources. Doing so will allow for energy and equipment savings and more effective maintenance.
  - Approximately one-hundred computer users, mostly administrators and faculty, will move to VDI this fall.
- In response to a question about protecting hard-drive data, Joe suggested buying an external hard drive as opposed to using commercial backup services.

Chair Martinez updated the Council on the search for a Provost/VP for Academic Affairs:

- The selection committee authorized two rounds of applications, garnering seventy-eight applications.
- From a group of twenty semi-finalists, the committee identified eight finalists and two alternates.
- These eight will be interviewed during the first weekend in March at Hartsfield/Jackson Airport.
- From the above group, the committee will invite three to campus for interviews.
- Rey has requested that the CDH have the opportunity to meet with these finalists.
- The selection committee will send unranked recommendations to the president.

Dr. Redfern reported on the Budget and Planning Committee:

- The BPC discussed the policy of pegging starting faculty salaries to CUPA averages.
- Current faculty is within 2-3 percent of CUPA averages.
- New hires are 10 percent above CUPA averages.
- Some members of the CDH felt department heads should have access to CUPA data.
- The CDH asked that Rey meet with the president to discuss some of the Council’s concerns regarding starting faculty salaries.

Dr. Bauer reported on the Core Revision Steering Committee:

- Representatives from each of the five colleges are on this committee.
- By spring 2011, the university is to have its proposed core ready for approval by the USG’s General Education Council.
- Changes are being considered for core areas A-E only.
- VSU’s present core aligns well with the USG’s proposed core.

Dr. Soady reported on the E-Learning Advisory Board:

- E-tuition funds are still available, and a new application form will be available soon.
- X-R “Clickers,” available in the fall, will be standard across campus. They will cost \$50 each.

Before adjourning, the Council moved into an open forum.

- Mr. Pearce expressed frustration with the purchasing policies for research grants. Department heads and staff are now doing the work formerly done by the Grants and Contracts office.
- Council members, some expressing similar concern, asked that Bill Filtz speak to the group about changes in the purchasing policies.

Chair Martinez suggested that the CDH's April meeting feature an open forum with the university president. With no more business, the meeting adjourned at 5:25.

Respectfully submitted,  
Mark Smith