

Council of Department Heads Minutes
October 27, 2009

Members present: Bob Bauer (Psychology & Counseling), Jim Baxter (Chemistry), Michael Capece (Sociology, Anthropology, & Criminal Justice with Marriage & Family Therapy), Carl Cates (Communication Arts), Fred Downing (Philosophy & Religion), Robert Gannon (Biology), Rey Martinez, Jr. (Adult & Career Education), Lynn Minor (Early Childhood and Special Education), A. Blake Pearce (Art), Jim Peterson (Political Science), Mylan Redfern (Math and Computer Science), Paul Riggs (History), Viki Soady (Modern and Classical Languages), James Shrader (Music), Mark Smith (English), Jean Temple (Nursing), Len Weld (Accounting and Finance).

Guests: Dr. Denise Bogart (Human Resources), Dr. Louis Levy (Provost), Russ Mast (Dean of Students), Dr. Patrick Schloss (President), and Jon Sizemore (Distance Learning).

Chair Martinez called the meeting to order at 4:00 pm. The minutes from the previous meeting were approved on a Pierce/Bauer motion.

Russ Mast updated the group on the progress of the new Student Union:

- Construction is in the final stages.
- The Union, which should be completed under budget, opens officially on January 5, and the grand opening is January 19.
- The Union will employ 65 students.
- VSU students had input into the building's design.
- The Union will include a Starbucks, Loop, Nathan's Hot Dogs, bookstore, game room, movie theater with a capacity of 322, ballroom with capacities of 600/900 for dinner/lectures, and 16,000 square feet of lounge space.
- The Union will also feature display cases for student artwork and VSU memorabilia and 24 offices for student organizations. Student Affairs is still taking applications for office space.
- Ten percent of the building will be devoted to administrative offices.
- The power lines in front of the building will be buried.

Dr. Levy informed the group that the new system-wide Core Curriculum is on the system office's website:

- The hours have changed in some of the areas (A-E).
- All areas will be assessed according to three perspectives: global, United States, and critical thinking.
- Courses will be transferrable among institutions.
- The implementation dates for the new core will be fall 2011 for four-year schools and fall 2012 for two-year schools.
- Faculty should discuss the new core in their departments.

Dr. Levy addressed the policy regarding full-time faculty's pursuing employment outside the institution:

- Faculty with questions about this issues should consult with the department head regarding teaching or consulting outside the department.
- Requests will be considered on a case-by-case basis.
- It is a conflict of interest for faculty to teach at a competing institution.
- Except for single speaking events, employees should seek approval in advance of the event or class.
- *Time*, not *money*, determines whether a request will be approved. Free consulting must also be approved.

Dr. Levy reported that new faculty positions will be approved this week or next. Instructor and lecturer positions will be considered in the spring. He also said that adjunct pay is set at a university rate, and that requests for special circumstances should come through the Dean's Council.

President Schloss addressed the group:

- The university is well-positioned financially due to enrollment increase and one-time monies.
- Everyone should take full advantage of funding pools and Strategic Focus initiatives.
- Converse Hall is to be renovated, with the Graduate School, Continuing Education, and the Department of Psychology to be moved here.
- A "Space and Facilities Committee" will be formed to determine the most effective use of campus space.
- Properties on Moore Street will likely be sold, with occupants moved to campus spaces.
- Ashley Hall is scheduled for total refurbishment. Planning will take place next year, with completion in the next three years.
- Nevins Hall and the new classroom building will be available for classes in fall 2010. Room numbers will be available in time for fall scheduling.
- Funding for the proposed Medical Sciences Building was rescinded by the legislature this year. VSU will try to ask for planning and construction money in the next year.
- Strategic Graduate Assistantships should continue; they have contributed significantly to the university culture.

Jon Sizemore urged faculty to submit proposals to the Online Lifeline Conference by this Friday. He also encouraged faculty to submit proposals for e-Tuition money to enhance distance learning.

In Dr. Redfern's stead, Chair Martinez reported from the Budget and Planning Committee: Capital monies will go for Converse Hall, the bookstore renovation into television studios after it moves to the new Student Union, a residence on Georgia Avenue for visiting faculty, information kiosks, steam system replacement, the renovation of the West Hall conference room, continued renovations to the Odum Library, and Ashley Hall.

Dr. Denise Bogart, Director of Human Resources, reported to the group:

- Open enrollment ends November 20.
- The indemnity plan is disappearing.
- The cost of the current PPO plan will increase by 12 percent.
- Health savings accounts can be beneficial.
- She encouraged departments head to encourage faculty to make appointments with her staff to discuss the health plan options.

Chair Martinez adjourned the group at 5:25 pm.

Respectfully submitted,

Dr. Mark Smith

Secretary