



# FACULTY SENATE Est. 1991

Tracy Woodard-Meyers    Ed Walker    Diane Holliman    Aubrey Fowler  
President    President Elect/Vice President    Secretary    Parliamentarian

## Faculty Senate Agenda May 16, 2013 University Magnolia Room

For the benefit of record keeping, we ask that senators and visitors 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. If you have a senator's proxy, please place their name tag beside your name tag on the table in front of you.

Items in **bold print** are items that require action by the Faculty Senate. Other items are for information only.

1. Call to Order by Tracy Woodard-Meyers followed by a **10 minute Question and Answer session:** President McKinney and Dr. Karla Hull, Acting VPAA. *Questions have been submitted anonymously from the faculty. See Attachment A*
2. **Approval of the minutes of the April 18, 2013 meeting of the Faculty Senate.**  
<http://ww2.valdosta.edu/facsen/meeting/minutes/index.shtml> (See link for minutes from April 18, 2013)
3. New business
  - a. No report from Academic Committee. No May 2013 meeting.
  - b. Report from the Committee on Committees –Miryam Espinosa-Dulanto  
[meespinosadulant@valdosta.edu](mailto:meespinosadulant@valdosta.edu)
  - c. Report from the Institutional Planning Committee – Aubrey Fowler [arfowler@valdosta.edu](mailto:arfowler@valdosta.edu)
  - d. Report from the Faculty Affairs Committee –Karl Paoletti [kppaoletti@valdosta.edu](mailto:kppaoletti@valdosta.edu) **See Attachment B** for Faculty Affairs Annual Report.
  - e. Report from the Faculty Grievance Committee – John Dunn [jdunn@valdosta.edu](mailto:jdunn@valdosta.edu)
  - f. Report from the President–Tracy Woodard-Meyers [tmeyers@valdosta.edu](mailto:tmeyers@valdosta.edu)
1. **Report from Academic Scheduling and Procedures Committee, Proposed Schedule 2014-2015;** Ronny Green [rgreen@valdosta.edu](mailto:rgreen@valdosta.edu) (See Attachment C) & Michael Noll [mgnoll@valdosta.edu](mailto:mgnoll@valdosta.edu)

2. **Library Affairs Bylaws, Vote for Approval (See Attachment D)** Ofelia R. Nikolova  
[ornikolova@valdosta.edu](mailto:ornikolova@valdosta.edu)

3. **Report from Faculty Research & Scholarship Committee (See Attachment E) Vote to change FRSG from \$750 to \$1000** Lynn Adams [ladams@valdosta.edu](mailto:ladams@valdosta.edu)

4. Report from Technology Committee-Jessica Baxter [jmbaxter@valdosta.edu](mailto:jmbaxter@valdosta.edu)

4. Administrative Evaluations

5. **Standing Committee Yearly Reports** from the eleven Faculty Senate Standing Committees, and two ad hoc committees. At the May 16, 2013 Faculty Senate meeting each ad hoc and standing committee should be prepared to give a brief oral summary of their report.

Academic Scheduling & Procedures Ronny Green. See Attachment F.

Academic Honors & Scholarships Deb Briihl See Attachment G.

Athletics Andreas Lazari See Attachment H.

Educational Policies Lynn Corbin See Attachment I

Environmental Issues--- David Kuhlmeier See Attachment J.

Faculty Scholarship & Research Lynn Adams See Attachment K.

Library Affairs Ofelia Nikolova, See Attachment L.

Minority & Diversity Issues M. Espinosa-Dulanto See Attachment M.

Student Activities Deborah Hall See Attachment N.

Student Services Emily Rogers See Attachment O.

Technology Jessica Baxter See Attachment P

Faculty Handbook Committee Gardner Rogers See Attachment Q

Special Committee on Rights and Safety at VSU Michael Noll See Attachment R

4. Adjournment

#### **Attachment A.**

1. Sexism is a problem on this campus. Women are excluded from higher administration positions, often times are talked over, ignored, and treated with less respect and regard than their male colleagues. Sexual harassment and bullying of female faculty, staff, and students is also an issue. Female faculty, staff, and students have been ridiculed, yelled at, been made the brunt of jokes, and have had to deal with unwanted overt sexual comments and advances. I am a junior faculty in a department where this type of behavior is ongoing (by my male colleagues and male department head). Several women in my department have elected to leave (without jobs) because of the way they have been treated by the department head (sexism rather than sexual inappropriate behaviors). When is the administration going

to take these issues seriously and provide effective mandatory training and punitive consequences to ensure women do not have to work in such a sexist and hostile work environment?

2. Whatever happened to former President Zaccari's Presidential Lecture Series? President Zaccari set up an endowment and launched a lecture series whereby 3 lecturers would come to campus every year to enlighten both the on and off campus community—those people in our area who love knowledge and who love to learn. This program was highly beneficial and promoted collective morale as professors demonstrated and shared these events with their students...each lecture was a high point in the academic calendar. We had superb speakers and there was a collective buzz for days and days afterward. Please, can you bring these educational events back to this intellectual wasteland?
3. Since the Graduate Dean and Dean of Research position is vacant could this be split into two positions? The Dean of the Graduate School? And, the Dean of Research? These are two very important positions for VSU as we move forward.
4. What are you doing about promoting "legitimate diversity" on faculty, staff, and administration levels? For instance, more than half of the student population at VSU consists of women, yet there are no female role models for them in high administrative positions. Over 30% of the student body consists of African Americans yet there are few faculty of color (and no African Americans in mid-to high administrative positions).

## **Attachment B.**

### **Faculty Affairs Committee Annual Report 2012-2013**

The Faculty Affairs Committee met on Oct. 23, Nov.13, Feb. 19, March 26, and on April 13, during the 2012-13 academic year. Minutes of these meetings will be placed on file in the archives at the Odum Library. During the 2012-13 academic year, the Faculty Affairs Committee addressed the following issues: Dr. Karla Hull charged the FAC to update the written Faculty Handbook. After meeting with Dr. Hull and Dr. Gravett, it was determined by the FAC that the scope of the project would require the creation of a newly appointed Faculty Senate ad hoc subcommittee. Peggy Moch and Gardner Rogers will serve on this committee. Vesta Whisler compiled a report summarizing the results of FAC survey. The survey asked VSU faculty members if they would like the option of having their 10 month pay spread out over 12 months. There were 229 total responses. 77.7% responded "YES," and 22.3 % responded "No." Vesta made a formal presentation to the Faculty Senate on March 28, 2013.

The FAC was asked to assess current policies and procedures used to protect faculty and the community when a faculty member is accused of touching students or harassing students. This issue will be investigated by a newly formed Faculty Senate ad hoc committee. Karl Paoletti will serve on this committee during the 2013-14 academic year.

Karen Noll asked the FAC to investigate the BOR police regarding mandatory leave for 12 month faculty. Linda Most asked Denise Bogart to clarify the current BOR policy. The Faculty Affairs Committee will continue to study this issue and make a formal recommendation to the Faculty Senate in the 2013-14 academic year.

The Faculty Affairs Committee is currently in the process of reviewing and revising FAC bylaws.

Respectfully submitted, May 2, 2013

Karl Paoletti Jr., Chair

## **Attachment C.**

The Academic Scheduling and Procedures Committee is recommending the Faculty Senate consider and vote on the Proposed 2014 - 2015 Academic Calendar at our next meeting to be held on Thursday, May 16, 2013.

The recommended Academic Calendar is as follows:

**Proposed Academic Calendar for 2014 - 2015**

**FALL 2014**

Mon, Aug 18	First Class Day
Mon, Sept 1	Labor Day Holiday
Thurs, Oct 2	Midterm
Mon- Fri, Nov 24 – 28	Thanksgiving Holidays
Mon, Dec 8	Last Class Day
Tues, Dec 9	Exam Prep Day
Wed-Fri, Dec 10-12	Exams
Sat, Dec 13	Graduation

**SPRING 2015**

Mon, Jan 12	First Class Day
Mon, Jan 19	MLK Holiday
Thurs, Mar 5	Midterm
Mon-Fri, Mar 23-27	Spring Break
Mon, May 4	Last Class Day
Tues, May 5	Exam Prep Day
Wed- Fri, May 6-8	Exams
Sat, May 9	Graduation

**SUMMER 2015**

<b>Maymester (Summer I)</b>	
Thurs, May 14	First Class Day – Maymester
Mon, May 25	Memorial Day Holiday
Tues, May 26	Midterm
Thurs, June 4	Last Class day
Fri, June 5	Exams
<b>Summer II (full term)</b>	
Wed, Jun 10	First class day
Thurs, Jul 2	Midterm
Fri, Jul 3	July 4 <sup>th</sup> Holiday Observed
Tues, Jul 28	Last Class Day
Wed-Thurs, Jul 29 – 30	Exams
Sat, Aug 1	Graduation
<b>Summer III</b>	
Wed, Jun 10	First class day
Fri, Jun 19	Midterm
Wed, Jul 1	Last class day
Thurs, Jul 2	Exams
<b>Summer IV</b>	
Tues, Jul 7	First class day
Thurs, Jul 16	Midterm
Tues, Jul 28	Last class day
Wed, Jul 29	Exams
Sat, Aug 1	Graduation

Please note the 2015 Spring Break dates (March 23, 24, 25, 26, & 27) are a result of conversations held with local school districts. Representatives from VSU and the two local school districts are making an effort working within their policies and procedures to move toward a common Spring Break.

Ronny Green  
Academic Scheduling and Procedures Committee  
[rgreen@valdosta.edu](mailto:rgreen@valdosta.edu)

**Attachment D:**

Library Affairs Committee Bylaws  
Amended on March 6th, 2013

Article I

The Library Affairs Committee is a Standing Committee of the Faculty Senate (Senate Bylaws Art. II, Sec. 3, (i))

Article II

The Library Affairs Committee is charged with the responsibility to review and recommend policies and procedures pertinent to Odum Library and its use, and to review and make recommendations related to library allocations.

Article III

Section 1:

Selection:

Members of Standing Committees are nominated by the Committee on Committees and approved by the Senate. Membership is assigned to properly represent each College and Division.

(Senate Bylaws Art. II, Sec. 3, (a))

Section 2:

Membership:

a. Two of the members must be Senators, one of whom is chair. Ibid.

b. The Director of the Library and the Head of Acquisitions are ex officio members of the Library Affairs Committee. In addition, ex officio members may be appointed by the Committee on Committees. All ex officio members on standing committees will be nonvoting members. The Standing Committee may nominate ex officio members to the Committee by sending a request in writing to the Committee on Committees.

Terms:

a. All committee members serve three-year staggered terms. Terms are staggered by the Committee on Committees (Senate Bylaws Art. II, Sec. 5, (a, b, c)). Terms of Committee members and chairperson begin on September 1 and end on August 31. b. Subcommittee terms are determined by the Standing Committee.

Resignations:

a. Resigning members must submit to the chair of the Committee a written resignation. A copy of all resignations must be submitted to the Committee on Committees within one week of receipt of the resignation by the Committee chair. The Committee on Committees appoints replacements.

Article IV (Officers)

a. The Committee chairpersons and chairpersons-elect must be Senators and are appointed by the Committee on Committees for a term of (1) year. The terms of chairpersons may be renewed.

b. Subcommittee chairs must be members of the Library Affairs Committee and will be nominated by the Chair of the Standing Committee and approved by vote of the Standing Committee.

Article V (Subcommittees)

- a. Authority: Senate Bylaws, Art. II, Sec. 5 (h)
- b. The Committee on Committees will be informed by each Committee chairperson of the membership of subcommittees in time to include them in the Fall listing of the Faculty Handbook.
- c. Officers other than the chair will be determined by the subcommittee chair and approved by the vote of the Standing Committee.
- d. Members of the subcommittee will be appointed by the subcommittee chair and decided by the vote of the Standing Committee.
- e. Subcommittees will keep a record of written minutes, which will be reported at the next official meeting of the Standing Committee. Minority reports are optional.
- f. At the first fall meeting, the continuation of subcommittees must be decided by the vote of the Standing Committee.

Article VI (Procedures)

The Library Affairs Committee will follow procedure as outlined in the Senate Bylaws, Art. II, Sec. y, a through d.

- e. For a quorum, at least half of the voting members must be present and no more than half of those voting members present can be serving as proxies.
- f. All proxies must carry to the meeting a memo designating their purpose as a proxy. A faculty member must choose a faculty member as a proxy. A student member must choose a student member as a proxy.
- g. Voting will be conducted by a show of hands unless a paper ballot is requested from the floor. All motions must be passed by a simple majority of those present.

Article VII

- a. Student members are entitled to voting privileges.

**Attachment E:** From the Faculty Scholarship & Research Committee Minutes

March 8, 2013

2:00 P.M. BSC 3026

. “Committee was asked by Faculty Senate to look at the amount of money that is awarded to travel grants for faculty scholarship and to see if it could be increased since some of the funds are not being used. Also to look at and expand the types of activities funded – such as chairing a committee instead of just presenting only being funded. Current wording is: Funding is subject to availability of monies and the proposals are accepted for review in order of received date. Currently, there is a \$750 (effective July 1, 2007) maximum award per grant. A faculty member may apply for two grants for U.S. travel during the fiscal year, not to exceed \$1,500. In special cases such as attending an overseas conference there is a one time limit of \$1,500 (effective July 1, 2011). In other words, a faculty member who receives the \$1,500 award is not eligible for additional funding during that fiscal year. There are other grants available for international travel through the Office of International Programs (<http://www.valdosta.edu/cip/VSUInternationalizationFund.shtml>).

Committee voted to make the following changes: Funding is subject to availability of monies and the proposals are accepted for review in order of received date. Currently, there is a ~~\$750~~ **\$1000** maximum award per grant (effective July 1, ~~2007~~ **2013**). A faculty member may apply for two grants for ~~U.S.~~ travel during the fiscal year, not to exceed ~~\$1,500~~ **\$2000** ~~in special cases such as attending an overseas conference there is~~ **OR a one-time** grant of ~~\$1,500~~ **\$2000** (effective July 1, ~~2011~~ **2013**). In other words, a faculty member who receives the **one-time** ~~\$1,500~~ **\$2000 grant** is not eligible for additional funding during that fiscal year. There are other grants available for international travel through the Office of International Programs (<http://www.valdosta.edu/cip/VSUInternationalizationFund.shtml>).

No changes were made as to the types of proposals that would be funded. They stand as Professional Presentation, Course Curriculum & Instructional Improvement.”

## **Attachment F:**

May 2013

### **End of Year Report to Faculty Senate**

#### **Valdosta State University**

Academic Scheduling and Procedures Committee (ASPC)

Actions Taken and Results for 2012 -2013 by ASPC

Responsibilities:

- Four ASPC Meetings were scheduled and held during 2012/2013 (October 4, November 1, February 7 & April 4).
- ASPC Minutes were delivered to the Library (Four Meetings).
- Goals for 2012- 2013 were shared with the Executive Committee.
- A copy of the ASPC governing procedures were provided to the Executive Committee.

Accomplishments:

- The 2013 – 2014 Academic Calendar was approved, to include revisions, by the Faculty Senate on April 18, 2013. Revisions supported by the Student Government Association included dropping the Fall 2013 Winter Break and extending the Fall 2013 Thanksgiving Break (November 25, 26, 27, 28, & 29, 2013). Students participating noted dropping Winter Break and adding to the Thanksgiving Holidays was a more effective use of their time.
- Multiple contacts and meetings were held with local school district representatives working toward a common Spring Calendar. The Spring Break dates recommended for the 2015 Academic Calendar allows the two local schools districts more flexibility and increases the opportunity for VSU and the two local school districts to arrive at a common calendar for Spring Semester 2015.
- VSU and the two local school districts will continue to meet and coordinate. This is a very positive step.
- A Proposed 2014-2015 Academic Calendar has been placed on the May 16, 2013 Faculty Senate Agenda.
- The Institutional Planning Committee is invited to join the ASPC as a participant in conversations related to scheduling of finals week and the faculty grades issue. The ASPC will meet next in the Fall 2013.

## **Attachment G.**

Academic Honors and Scholarship Committee Annual Report

2012-2013 Academic Year

The Academic and Honors Scholarship Committee met three times during the 2012-2013 academic year. During the Fall semester, we discussed the bylaws and made modifications, which were submitted to the Faculty Senate. These changes were removal of several scholarship activities that the committee was no longer involved in. Also in the Fall semester, we selected this year's Georgia Legislative Academic Recognition Day representative from VSU. This year's recipient is Jason Singletary. In the Spring semester, we agreed on inviting Dacia Charlesworth, University Ambassador, as the guest speaker at the Honor's dinner. The committee met in April to select finalists for the Annie Powe Hopper award and carried out those interviews two weeks later. This year's winner is Laura Hanna. We also helped with the planning of Honor's Dinner. Ms. Hanna, Mr. Singletary, and 15 other recipients will

be receiving the University-wide awards at Honor's dinner on May 2.

Respectfully submitted  
Deborah S. Briehl, Chair

## Attachment H.

Athletics committee  
Andreas Lazari, chair  
End of year report, 2012-2013

### **The charge for this committee for the academic year 2012-2013 was as follows:**

To continue to serve as a liaison as needed, tasked with reporting NCAA graduation rates of student-athletes, and working with the athletic department on the NCAA Institutional Self-Study Guide (ISSG).

### **Our goals for the academic year 2012-2013 were as follows:**

1. Prepare the end-of-year report on NCAA graduation rates of student-athletes.
2. Provide assistance as needed by the Athletics Department regarding the ISSG.

### **2012 NCAA Graduation Rates Report Summary**

The Graduation Rates Report was compiled by the NCAA for the 2005-2006 cohort of students and student-athletes attending Valdosta State University, and graduating by the 6 year reporting limit for graduation in 2012. Data on graduation rates were provided to the NCAA by VSU.

---

VSU Freshman-cohort graduation rates	All students	Student-Athletes
2005-2006 Graduate Rate	43%	43%
Four-year class average (Averaged for 2002, 2003, 2004, 2005 cohorts)	42%	40%
Athlete Academic Success rate		51%

---

The NCAA report definitions:

2005-2006 Graduation Rate. The proportion of entering freshman students in 2004 who graduated by 2012.

Four-year class average. The proportion of entering freshman students who graduated in 6 years combined across four years ending in 2005

Academic Success Rate. The proportion of entering freshman students adjusted with new incoming students (new and transfer in 2005) minus students with allowable exclusions. NCAA allowable exclusions include students who 1) die, 2) become permanently disabled, 3) leave VSU to join the armed forces, foreign services, or church mission, or 4) would have been academically eligible for retention at VSU upon return. Classification as a student-athlete was defined as any student receiving Athletic financial aid.



In summary, the graduation rate for all VSU students and VSU Student Athletes is the same, 43%. The Four-year class average (*Averaged for 2002, 2003, 2004, 2005 cohorts*) is 42% for all VSU Students and 40% for the VSU Student Athletes. The Academic Success Rate for the VSU Student Athletes is 51%. Over all the VSU Athletes follow the norm for all VSU students.

Athletic Committee, Chair  
Andreas Lazari

#### **Attachment I.** Educational Policies Committee Yearly Report 2012-2013

The Educational Policies Committee responded to several directives: 1) review and amend committee bylaws and charge, and 2) revise the VSU Final Exam Policy per the request of the Deans Council. The Committee revised the charge but did not change the bylaws: Educational Policies Committee is charged with reviewing and recommending policies, procedures, or other items remanded to the Committee pertinent to the educational mission of the University, including, but not limited to, advising, admissions and retention, public services and registration.

A draft Final Exam Policy was developed by a subcommittee headed by James LaPlant and then voted on by the full Committee. All these matters were successfully completed during the fall semester. The new policy is attached.

Lynn A. Corbin, Ph.D.  
Professor of Music  
Coordinator of Music Education  
Department of Music  
Valdosta State University  
229.333.5804

#### **Attachment J—Environmental Issues Committee.**

**Attachment K:** Faculty Scholarship and Research Committee Annual Report 2012-2013  
Committee Chair: Lynn Adams

The Faculty Scholarship and Research Committee met monthly. As of May 30<sup>th</sup>, the committee met four times in Fall, 2012 and five times in Spring, 2013.

Scholarship Funding:

Beginning Funds: \$280,100

Total number of awards made for FY13: 283

	Fall, 2012	Spring, 2013
College of the Arts	27	20
College of the Arts & Sciences	58	64
College of Business Administration	11	15
College of Education	30	25
College of Nursing	7	8
Odum Library	9	5

Social Work

1

3

-----  
143

-----  
140

It was voted at the March, 2013 meeting to increase the amount awarded for proposals from \$750 to \$1000. Faculty can apply for two proposals for possible funding of \$1000 each during the fiscal year OR one proposal for possible funding of \$2000 for the fiscal year. The funding categories are professional presentation, instructional improvement or course curriculum. It was voted not to fund proposals that are submitted for chairing a session, etc. or do not meet the guidelines set forth for professional presentation, instructional improvement or course curriculum. Faculty Senate will vote on at the May, 2013 meeting.

Research Seed Grant Funding:

There were two Faculty Research Seed Grant competitions for the 2012-2013 fiscal year. There were 21 proposals submitted for the first competition, held in April, and 18 proposals submitted for the second competition, held in September. A total of 20 proposals were funded. The recipients, their projects, and the amount awarded to each is as follows:

**FRSG FY 2012-2013 Competition 1**

<b>Awardee</b>	<b>Department</b>	<b>Project Title</b>	<b>Award Amount</b>
Lily Vuong	Philosophy & Religion Studies	Re-Envisioning the Virgin: Knowing Mary through the Intersection of Syriac Christianity and the Protoevangelium of James	\$5,000
Matthew Waters	Biology	The Development and Persistence of Toxic Cyanobacteria in Lake Griffin, Florida	\$5,000
Luke Jones & Attila Cseh	Marketing & Economics	Factors that Affect Risk Aversion in Representative Decision Making	\$7,500
Cristina Calestani	Biology	Study of Sex Reversal Induced by Starvation in Adult Mussels	\$5,000
J. Dominick Gheesling	Art	A 21 <sup>st</sup> Century Catalogue of Suwannee River Assets	\$5,000
Gretchen Bielmyer	Biology	The Influence of Salinity on Metal Toxicity to the Sea Anemone, <i>Aiptasia pallida</i>	\$5,000
Anne Greenfield	English	The Rise and Fall of Rape on the English Stage: 1660-1720	\$5,000
Michael Holt & J. Richard Carter	Library	A Valdosta State University Virtual Herbarium	\$6,834
Theodore Uyeno	Biology	The Biomechanics of Soft Tissue Structures: From Morphology to Function Testing	\$5,000
Joyce Chan	Sociology,	Taphonomic Assessment of Pig Carrion in	\$5,000

**FRSG FY 2012-2013 Competition 2**

<b>Awardee</b>	<b>Department</b>	<b>Project Title</b>	<b>Award Amount</b>
Corey Anderson	Biology	The Effect of Local Landscape Heterogeneity on Dispersal of the Nine-Banded Armadillo ( <i>Dasypus novemcinctus</i> ): Implications for Transmission Dynamics of Leprosy (Hansen's Disease)	\$5,000
Emily Cantonwine	Biology	Relating Early Developmental Stages of <i>Cercospora arachidicola</i> to Curative Activities of Fungicides	\$5,000
Francis Flaherty	Physics	Image De-convolution Research	\$4,450
Mary Gorham-Rowan	Communication Sciences and Disorders	Effect of Thickened Liquids on Physiological, Physical, Cognitive, and Vocal Measures	\$2,150
Owen Jones	History	Colonial K'iche' Justice: Law and Juridical Practice from K'iche' Communities to Spanish Colonial High Courts	\$5,000
Jia Lu	Physics	Land Use, Landscape Ecology, and Population: A Pilot Study of Nanjing, China	\$5,000
Karl Paoletti	Music	The Effect of Technology in the Assessment of Singing Training in a University Studio	\$5,000
Victoria Russell	Modern & Classical Languages	The Acquisition of Complex Spanish Grammar in a Web-Based Learning Environment among Students with a Low Aptitude for Languages	\$5,000
Grazyna Walczak	Modern & Classical Languages	Memory and Literature	\$5,000
John Woodruff	Modern & Classical Languages	Carbon Isotope and Trace Element Analysis of the Binding to Ayer MS 1515	\$5,000

**Attachment L.**

Library Affairs Committee  
Annual Report 2012-2013

The Library Affairs Committee held two meetings this year, one on October 18, 2012 and one on March 6, 2013. A total of \$100,000 was available in the Library reference and Special Collections Pool this fiscal year. At our fall meeting, the ten voting members in attendance reviewed requests for funding from \$50,000 available in the pool. Of the eight requests for fall 2012 which totaled \$86,973.15, the six fully or partially funded were submitted by Odum Library and the departments of Modern and Classical Languages, Music, Philosophy, and Social Work. The funding for fall 2012 totaled \$50,014.90.

At our spring meeting, the twelve voting members in attendance reviewed requests for funding from approximately \$50,000 - remaining in the pool. All thirteen requests submitted for spring 2013, which totaled \$108,110.70, were either partially or fully approved for funding. They were submitted by Odum Library and the departments of Early Childhood and Special Education, History, Anthropology, Masters in Library Science, Music, Nursing, PAG/Astronomy, Philosophy and Religious Studies, Political Science/ Public Administration,. The funding approved for spring 2013 totaled \$50,000.

The funding approved for fall 2012 and spring 2013 totaled \$100,014.90.

The Library Affairs Committee also updated its bylaws.

Respectfully submitted by Ofélia Nikolova

## **Attachment M.**

To SENATE From: M. Espinosa-Dulanto. Chair of the MINORITY AND DIVERSITY ISSUES COMMITTEE (MDIC)

Date: Thursday, May 02, 2013

RE: ANNUAL REPORT

As a standing committee of the Faculty Senate it is primary to the mission of the Minority and Diversity Issues Committee (MDIC) to promote and celebrate diversity at Valdosta State University. The MDIC believes that a diverse campus community is one that fosters appreciation and respect for the values and abilities of all its members and, where faculty is culturally competent in order to meet the needs of our diverse student population. To that end, the MDIC serves in an advisory and complementary role to assist the campus offices working towards that goal.

\* In the MINORITY AND DIVERSITY ISSUES COMMITTEE (MDIC) we have VOTING - ex officio members. Those members are: the Director of Social Equity; the Director of the Counseling Center; the Director of Human Resources and Employment Development; the Director of Access Services; and Representatives of COSA and of SGA. .

\* This year we agreed that attendance to meetings was important and we voted that, "after a member has missed three meetings in an academic year, without being represented by proxy, they will be advised by the committee chair to see alternative committee assignment and a replacement will be sought. "

We met 6 times during the academic year 2012-2013. 1. Endorse and support the Office of Social Equity' efforts to create a new "Institutional Climate Survey."

2. Endorse and work with the Office of Social Equity and the Counseling Center-Student Affairs on "Diversity Days"

3. We updated MDIC bylaws. 4. We updated MDIC mission.

Challenges: COSA representative – was never assigned. Students' representatives – they were 5 students named as members, they were invited to every meeting yet only 1 student came to 1 meeting.

Chair for 2013-1014 is Sean Lennon Chair elect for 2014-1015 is James Archibald

## **Attachment N.**

### **Annual Report of the Student Activities Committee to the Faculty Senate, May 1, 2013**

The charge of the Student Activities Committee, a standing committee of the Faculty Senate, has been, according to the SAC bylaws:

#### 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 consac)certs 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.

#### Business Transacted by the 2012-2013 Student Activities Committee:

The Student Activities Committee “met” three times during the 2012-2013 academic year, once in 2012 and once in 2013. Voting was conducted by email. The chair, Deborah Hall, attended two more meetings with the SSC in order to assist with communication about the merger.

The Student Services Committee and the Student Activities Committee reviewed their charges and have voted to merge the two committees into the Student Services and Activities Committee, to begin with the start of the 2013-2014 academic year.

All members of the Student Activities Committee voted unanimously to merge the two.

The charge of the new Student Services and Activities Committee is:

“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, as well as student communications and affairs, in general.”

The Student Services and Activities Committee bylaws were approved by members of the SSC and SAC on February 15, 2013. The new bylaws of the Student Services and Activities Committee were submitted to the Faculty Senate Committee on Committees on February 19, 2013.

Meetings were as follows:

December 3, 2012--SAC, full committee

January 15, 2013—James Archibald, chair-elect of SAC, attended the SSC meeting

February 1, 2013—Deborah Hall, chair of the SAC, attended the meeting of the Student Services Committee.

February 15, 2012—Joint meeting of the Student Services Committee and the Student Activities Committee in which new bylaws were approved

Respectfully submitted,

## **Attachment O.**

### **Annual Report of the Student Services Committee to the Faculty Senate, May 1, 2013**

The charge of the Student Services Committee, a standing committee of the Faculty Senate, is, according to the SSC bylaws:

“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.”

#### Business Transacted by the 2012-2013 Student Services Committee:

The Student Services Committee met three times during the 2012-2013 academic year, the third in conjunction with the Student Affairs Committee to vote upon the proposed merger of the two committees. In addition, the officers of the Student Affairs Committee and the Student Services Committee met together once. Meeting dates were:

November 1, 2012—full Student Services Committee

January 15, 2013—officers of the Student Services Committee and the Student Activities Committee

February 1, 2013—full Student Services Committee

February 15, 2012—joint meeting of the Student Services Committee and the Student Activities Committee

The Student Services Committee and the Student Activities Committee have reviewed their charges and have voted to merge the two committees into the Student Services and Activities Committee, to begin with the start of the 2013-2014 academic year.

The charge of the new Student Services and Activities Committee is:

“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, as well as student communications and affairs, in general.”

The Student Services and Activities Committee bylaws were approved by members of the SSC and SAC on February 15, 2013. The new bylaws of the Student Services and Activities Committee were submitted to the Faculty Senate Committee on Committees on February 19, 2013.

#### Recommendation:

As the merging of the committees will necessitate changes in the personnel of the committees, the 2012-2013 committees recommend that the Committee on Committees consult current members scheduled to continue after this academic year to see if they wish to serve on the newly merged committee.

Other matters considered by the Student Services Committee during this academic year included protocol for faculty to contact students at their residences, student services such as laundry facilities in the residence halls and student health center charges for services, and possible creation of a resource for students in which faculty provide information about their courses in advance of registration.

Currently the Student Services Committee has one standing subcommittee, the Student Financial Aid Subcommittee.

#### Business Transacted by the 2012-2013 Student Financial Aid Subcommittee:

Chair of the Student Financial Aid Subcommittee is Viviane E. Foyou, Chair-Elect of the Student Services Committee.

The committee meets twice each semester, including the summer term, to discuss and vote upon student financial aid appeals. The subcommittee serves as the final appeal for students who have lost their financial aid for academic reasons.

The Student Financial Aid Subcommittee met:

August 23, 2012

November 29, 2012

January 17, 2013

April 25, 2013

The subcommittee is scheduled to meet:

June 6, 2013

July 18, 2013

Respectfully submitted,  
Emily Rogers, Chair

### **Attachment P. Technology Report**

Technology Committee Annual Report 2012-2013 Academic Year

Jessica M. Baxter, Committee Chair

The Technology Committee held one face-to-face meeting during the 2012-2013 academic year. At its October 31, 2012 meeting, the Committee completed the following activities:

1. (1) Review of the current PC refresh and campus infrastructure funding pools and the proposed FY 2013 activities, and subsequent approval of the FY 2013 budget.
2. (2) Review of the current PC replacement plan
3. (3) Discussion of existing goals/objectives

Via an online discussion, the committee members voted not to disband the university technology committee. Members feel that this committee serves a vital purpose in allowing faculty to serve as informants to technology related issues at the university level including policy, budget, focused projects and/or exploring how faculty use of technology supports the university mission. However, in order for these areas to be targeted in a meaningful way, the committee must meet more frequently. In a brief discussion with Joe Newton, we agreed that a minimum of three face-to-face meetings per semester would be necessary in order for us to push our agenda forward. We will also need a committee member to step up to serve as the chair of this committee for next year. Finally, Mr. Newton also graciously offered to provide logistical support next year in terms of scheduling meetings and providing clear agenda items for each meeting.

Respectfully submitted,

Jessica M. Baxter, Committee Chair, 2012-2013

### **Attachment Q Faculty Handbook committee**

Faculty Handbook Committee  
Report 2012-2013

Committee Members: Peggy Moch and Gardner Rogers, Co-Chairs; Jimmy Bickerstaff (College of the Arts); Iris Ellis (College of Education); Jie Fowler (College of Business); Matt Waters (College of Arts and Sciences)

The Faculty Handbook Committee was created as an ad hoc rather than standing committee by vote of the Faculty Senate November 15, 2012. Peggy Moch and Gardner Rogers volunteered as co-chairs.

On January 10, 2013 the co-chairs met with Dr. Sharon Gravett, Assistant Vice-President of Academic Affairs, to discuss the current faculty handbook and necessary updates, ways to make the revised version more reader-friendly, and methods of recruiting additional members for the committee. Dr. Gravett subsequently forwarded a request for members to the Deans and Department Heads. While the co-chairs sought to include members from all major colleges, it was impossible to coordinate schedules with any member of the College of Nursing.

The co-chairs also arranged with IT to be made authors of the relevant Web pages. Gardner Rogers has completed the necessary training in Cascade, the new campus Web interface. With the help of Anita Bosch, the co-chairs updated all dead links appearing in the Handbook as of January 30, 2013.

The committee first met March 13, 2013 to review the parameters of the committee's charge and develop initial ideas for reorganizing and updating the handbook. All members were present. The committee agreed on the following points:

- The revised handbook should be available in both PDF format (with internal links) and as a clearly organized set of Web pages;
- The handbook should be reorganized with particular attention to the likely questions of new faculty, and in general should try to anticipate likely questions from all faculty (particularly on such persistent questions as travel forms and procedures, reserving rooms through Events Services, and the like);
- The committee agreed to continue discussion of how to arrange a system whereby the handbook can be constantly updated. Will this committee need to continue in perpetuity, perhaps as a permanent subcommittee of the Faculty Affairs Committee? Should one faculty member be assigned the task of updating the handbook regularly in exchange for a course release?

The committee next met April 3, 2013. Committee members were charged with preparing a mockup of the revised front page of the Handbook Web Site, showing major categories of information and key visible links for each major category, prior to the meeting. While Iris Ellis and Jie Fowler were unable to attend the meeting, both forwarded ideas, and the members in attendance considered all suggestions. In addition, the committee reviewed Handbook Web sites from Columbus State and Georgia Southern. After the meeting, Gardner Rogers distributed files showing a tentative organizational scheme representing the meeting's consensus as well as the current handbook's organizational scheme.

The committee next needs to firm up the organizational scheme; if committee members are willing to participate by email over the summer, Gardner Rogers can use a Web shell in Cascade to show a mock-up of the new site during new faculty orientation in F2013; the committee can then use feedback from this session to revise and tweak its organization. During Fall 2013, the committee can then rewrite and publish the revised handbook.

With the help of the larger Faculty Senate, the committee must solve one organizational problem: Both of its original co-chairs are concluding their three-year terms on the Faculty Senate. Dr. Moch has resigned from the committee. Gardner Rogers would like to remain on the committee as a faculty member, but a current Faculty Senate member must be named as chair. Of the current members of the committee, only Jimmy Bickerstaff is a Faculty Senate member for 2013-2014.



Respectfully Submitted,

Gardner Rogers, Co-Chair  
May 2, 2013

## **Attachment R. Special Committee on Rights and Safety at VSU**

After careful consideration and some initial conversations with several parties across campus (Dean of Students, VSU Police Office, Office of Legal Affairs and a number of student, staff and faculty representatives, the committee is ready to go. The committee will be made up of representatives from the following entities:

Students (Kara Fountain, SGA / Terell Andrews, VSU Night Student Patrol Officer / Randi Rice, Residence Hall Director)

Faculty (Karl Paoletti, Faculty Affairs Committee / John Dunn, Faculty Grievance Committee / and myself)

Staff (COSA, Jessica Klotz, Access Office / COSA, Lauren Braun, International Programs / VSU Police Office, TBA / Legal Affairs Office, TBA)

Please note that there is a general understanding that this committee's function is NOT to point fingers, circulate names, rehash old stories, etc.. Rather we want to learn from past mistakes, develop better policies and/or refine existing policies, facilitate better communication of any policies, and perhaps create a general "Best Practices Guide" so that folks at the receiving end of abuse, unfair treatment, and harassment at our institution know what to do and where to find help.

We might meet for the first time in May, but I am not in a hurry with this as I believe that this committee requires a different approach since it is dealing with potentially sensitive issues. Thus, in the worst case scenario, our first meeting will be held in the beginning of the 2013 Fall Semester.

Regards, Michael Noll