



## FACULTY SENATE Est. 1991

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Chairperson  
Patrick J. Schloss

Vice Chairperson  
Louis Levy

Executive Secretary  
Barney "Jay" Rickman

Parliamentarian  
Cindy Tandy

### Agenda May 21, 2009

The Faculty Senate will meet on Thursday, May 21, 2009 in the in the **MAGNOLIA ROOM** at 3:30 p.m.

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

**Special Request:** At the request of the Senate's Executive Committee, any actions sent to the Executive Secretary for possible inclusion in the Senate agenda should be accompanied by a written document with the rationale and purpose of the decision. The Executive Committee requests that these documents be submitted via email as Word.doc attachments.

1. Call to Order by Dr. Patrick J. Schloss  
For the benefit of record keeping, senators and visitors will 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
2. **Approval of the minutes of the April 16, 2009 meeting of the Faculty Senate.**  
[http://www.valdosta.edu/facsen/meeting/minutes/documents/Senate\\_Minutes\\_2009-04-16.pdf](http://www.valdosta.edu/facsen/meeting/minutes/documents/Senate_Minutes_2009-04-16.pdf)
3. New business
  - a. **Report from the Academic Committee – Louis Levy [llevy@valdosta.edu](mailto:llevy@valdosta.edu)**  
See **Attachment A** for Minutes of March 9, 2009 and April 13, 2009 Academic Committee meetings.
  - b. Report from the Committee on Committees – Steven Kohn [sjkohn@valdosta.edu](mailto:sjkohn@valdosta.edu)
  - c. Report from the Institutional Planning Committee – Vesta Whisler  
[vrwhisler@valdosta.edu](mailto:vrwhisler@valdosta.edu)
  - d. Report from the Faculty Affairs Committee – Ruth Renee Hannibal  
[rrhannib@valdosta.edu](mailto:rrhannib@valdosta.edu)
  - e. Report from the Faculty Grievance Committee – Theresa Thompson  
[tthompson@valdosta.edu](mailto:tthompson@valdosta.edu)
  - f. Report from the Senate Executive Secretary – Jay Rickman [bjrickma@valdosta.edu](mailto:bjrickma@valdosta.edu)

1. **Election of General Faculty Representative to serve a two-year term (July 1, 2009-June 30, 2011 term) on the Planning & Budget Council (PBC).** As approved at the Senate's March 26, 2009 meeting, the Executive Secretary was asked to issue a call for nominations for this position via VSUFAC and to create a Senate Nominations Committee. See **Attachment B** for the call for nominations submitted to VSUFAC on April 13. Dr. Lynn Minor ([lcminor@valdosta.edu](mailto:lcminor@valdosta.edu)) graciously agreed to chair a Senate Nominations Committee, and Drs. Brenda Dixey, Peggy Moch, and Fred Ware graciously agreed to serve on this committee. On May 21, the Senate will select the General Faculty Representative to the PBC from a ballot prepared by the Nominations Committee. Once the General Faculty Representative to the PBC is selected on May 21, the Institutional Planning Committee can then select its representative to the PBC as approved by the Senate on March 26, 2009.

2. Reconsideration of Recommendation from Educational Policies Committee discussed at the April 16, 2009 Senate meeting. On April 16, the Senate considered the following recommendation from the EPC. Change the number of credit hours for which a student can register without approval from the current number (19) to 17, at least until we formulate a limited withdrawal policy. Motion was made to reduce the number of credit hours from 19 to 17, with the maximum load for which approval may be given to remain at 21. The language of the policy would also otherwise remain unaltered. (The current policy is delineated on page 42 of the VSU Student Handbook, Volume 2: [http://www.valdosta.edu/studentaffairs/documents/SAF\\_Student\\_Handbook\\_08\\_FINAL.pdf](http://www.valdosta.edu/studentaffairs/documents/SAF_Student_Handbook_08_FINAL.pdf).)

At the April 16 Senate meeting, the Senate decided to postpone a vote on this recommendation until our May 21, 2009 meeting to allow time to garner more information on the effect of this recommendation on academic programs and department heads. The Executive Secretary was asked to put the EPC Chair, Michael Elliott, in contact with the Registrar's Office as well as the Department Heads Council. See **Attachment C** for the email sent to the Interim Registrar Stanley Jones as well as the DHC Chair, Dr. Mark Smith, and the response received. See Action Item 1 (p. 25 of this agenda) in the EPC report (**Attachment I**) for EPC decision to withdraw this recommendation.

3. Consideration of Priority Registration for AA Degree students. Remand to Educational Policies Committee for review.

4. Report of Ad Hoc Committee on Interaction between the Academic Committee and the Senate. At the March 26, 2009 Senate meeting, the Executive Secretary was asked to create an Ad Hoc Committee on the Interaction between the Academic Committee and the Senate. As per the *Senate Bylaws* regarding the formation of Special Committees (Section 4), the Executive Secretary asked the members of the Committee on Committees for permission to set up a temporary committee consisting of the Faculty Senators who serve on the Academic Committee (Lai Orenduff, Marvin Smith, Bruce Caster, Alan Bernstein, and Selen Lauterbach) along with Brad Bergstrom and Sherri Gravett with Jay Rickman chairing the committee. See **Attachment D** for the majority report of the committee.

5. **2009-2010 Senate calendar, see Attachment E.**

6. **Reports from the eleven Faculty Senate Standing Committees.** At the May 21, 2009 Senate meeting, each standing committee chair will make a brief oral summary report on their committee to the Senate.

Academic Scheduling & Procedures: John Elder. See **Attachment F.** This committee was reviewed & renewed in Spring 06, and **will be reviewed again in Spring 09.**

Academic Honors & Scholarships: Nanci Scheetz. See **Attachment G.** This committee was reviewed & renewed in Spring 06, and **will be reviewed again in Spring 09.**

Athletics: Scot Raab. See **Attachment H.** This committee was reviewed & renewed in Spring 06, and **will be reviewed again in Spring 09.**

Educational Policies: Michael Elliott. See **Attachment I.** This committee was reviewed & renewed in Spring 06, and **will be reviewed again in Spring 09.**

Environmental Issues: Brad Bergstrom. See **Attachment J.** This committee was reviewed & renewed in Spring 06, and **will be reviewed again in Spring 09.** Please also see Appendix A (pp. 34-36) of the EIC report that is Attachment J for the following motion: **The EIC also reviewed the VSU Campus Climate Commitment Plan and the attached draft goals for the climate commitment, and proposes that the Faculty Senate, in recognition of the President's signing of the Climate Commitment, approve a resolution in support of the development of an institutional action plan, recommending the President put into policy the two tangible actions proposed, and submit those actions and the framework for the organization of the Climate Council to the American Colleges and Universities Climate Commitment organization.**

Faculty Development and Research: Karin Murray/Jennifer Lambert-Shute. See **Attachment K.** This committee was reviewed & renewed in Spring 06, and **will be reviewed again in Spring 09.**

Library Affairs: Charles Talor. See **Attachment L.** This committee was reviewed & renewed in Spring 06, and **will be reviewed again in Spring 09.**

Minority & Diversity Issues: Mark Kiyek. See **Attachment M.** This committee was reviewed & renewed in Spring 06, and **will be reviewed again in Spring 09.** See pp. 40-41 for a **recommendation from the MDI for a policy on prayer at university functions.**

Student Activities: Gina Doepker. See **Attachment N.** This committee was reviewed & revised with help from Vice President Kurt Keppler in 2006-2007. It was renewed in May 2007 and will be reviewed again in Spring 2010.

Student Services: Luis Bejarano. See **Attachment O.** This committee was reviewed & renewed in Spring 06, and **will be reviewed again in Spring 09.**

Technology: Mary Gorham-Rowan. See **Attachment P.** This committee was reviewed & renewed in Spring 06, and **will be reviewed again in Spring 09.**

7. Old Business

8. Discussion

9. Adjournment

## ATTACHMENT A:

VALDOSTA STATE UNIVERSITY  
ACADEMIC COMMITTEE MINUTES  
March 9, 2009

The Academic Committee of the Valdosta State University Faculty Senate met in the University Center Rose Room on Monday, March 9, 2009. Dr. Sharon Gravett, Assistant Vice President for Academic Affairs, presided. Members Present: Mr. Mike Savoie (proxy for Dr. Lai Orenduff), Dr. Marvin Smith, Dr. Bruce Caster, Dr. Melissa Benton (proxy for Dr. Selen Lauterbach), Mr. Alan Bernstein, Dr. Deborah Weaver (proxy for Dr. William Faux), Mr. Mike Savoie, Dr. Frank Flaherty, Dr. Kathe Lowney, Dr. Ray Elson, Dr. James Ernest, Dr. Kathe Lowney (proxy for Dr. Iris Ellis), Dr. James Humphrey, Dr. Deborah Weaver, and Ms. Deborah VanPetten. Members Absent: Dr. Lai Orenduff, Dr. Lucia Lu, Dr. Selen Lauterbach, Dr. William Faux, Dr. Bill Buchanan, Dr. Iris Ellis, and Dr. Diane Holliman. Visitors Present: Dr. Mike Griffin, Ms. Ruth Hannibal, Dr. Ellen Wiley, Dr. Don Leech, Dr. Robert Bauer, Dr. Phil Gunter, , Dr. Karla Hull, Dr. Edward Chatelain, Dr. Anita Hufft, Ms. Michelle Gilbert, Dr. Marc Pufong, Dr. Connie Richards, and Mr. Lee Bradley. The Minutes of the February 16, 2009, Academic Committee meeting were approved with the correction to the effective dates for item D-6 and D-7 – it was changed from Spring 2009 to Summer 2009. (pages 1-3).

### A. College of Nursing

1. Revised senior college curriculum for the BSN in Nursing was approved effective Fall Semester 2009. (pages 4-9).
2. New course, Nursing (NURS) 3101, “Professional Nursing Development I: Values, Roles, & Issues”, (PND I:VALUES, ROLES, & ISSUES – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Fall Semester 2009 with the description changed to read – Prerequisite: Completion of Core Curriculum and Admission to VSU CON. Foundations of... . pages 10-19).
3. New course, Nursing (NURS) 3102, “Pharmacology in Nursing Practice”, (PHARMACOLOGY IN NURS PRACTICE – 4 credit hours, 3 lecture hours, 3 lab hours, and 6 contact hours), was approved effective Fall Semester 2009 with the description changed to read – Prerequisites: Full admission to the College of Nursing. Emphasis on... and the deletion of “introduced, practiced, and evaluated in the classroom, laboratory, and clinical setting.” pages 20-31).
4. New course, Nursing (NURS) 3103, “Health Assessment Across the Lifespan”, (HEALTH ASSESSMENT LIFESPAN – 3 credit hours, 2 lecture hours, 3 lab hours, and 5 contact hours), was approved effective Fall Semester 2009 with the description changed to read - Prerequisite: NURS 2700. Assessment of physical... . pages 32-41).
5. New course, Nursing (NURS) 3111, “Nursing Care I: Health Promotion & Competencies”, (NC I: HEALTH PROMOTION – 5 credit hours, 4 lecture hours, 3 lab hours, and 7 contact hours), was approved effective Fall Semester 2009 with the description changed to read – Prerequisite: Full Admission to CON. Co-requisite: NURS 3103. Individual health... . pages 42-52).
6. New course, Nursing (NURS) 3210, “Mental Health Nursing Care”, (MENTAL HEALTH NURSING CARE – 5 credit hours, 3 lecture hours, 6 lab hours, and 9 contact hours), was approved effective Fall Semester 2009 with the description changed to read – Prerequisite: All Junior I semester courses. Evidence-based... and “/mental” was deleted from the description. pages 53-62).
7. New course, Nursing (NURS) 3212, “Nursing Care II: Acute Health Alterations”, (NC II: ACUTE HEALTH ALTERATION – 7 credit hours, 4 lecture hours, 9 lab hours, and 13 contact hours), was approved effective Fall Semester 2009 with the description changed to read – Prerequisite: Successful completion of Junior I courses. The application... . pages 63-77).
8. New course, Nursing (NURS) 3214, “Health & Well-Being in Older Adults”, (HEALTH IN OLDER ADULTS – 2 credit hours, 2 lecture hours, 0 lab hours, and 2 contact hours), was approved effective Fall Semester 2009 with the

description changed to read – Prerequisite: All Junior semester I courses or permission of the instructor. Health promotion... and deletion of the last sentence. pages 78-86).

9. New course, Nursing (NURS) 4102, “Professional Nursing Development II: Research and Evidence-Based Practice”, (PND II: RESEARCH & EBP – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Fall Semester 2009 with the description changed to read – Prerequisite: SUCCESSFUL COMPLETION OF ALL Junior I courses. Development of .... pages 86A-95).

10. New course, Nursing (NURS) 4113, “Nursing Care III: Chronic and Multisystem Health Alterations”, (NC III: CHRONIC & MULTISYSTEM – 7 credit hours, 4 lecture hours, 9 lab hours, and 13 contact hours), was approved effective Fall Semester 2009 with the description changed to read – Prerequisite: All Junior 2 courses. Application and... pages 96-109).

11. New course, Nursing (NURS) 4123, “Nursing Care of Women, Neonates, & Childbearing Families”, (WOMEN, NEONATES, & FAMILIES – 4 credit hours, 3 lecture hours, 3 lab hours, and 6 contact hours), was approved effective Fall Semester 2009 with the description changed to read – Prerequisite: NURS 3212. Focus on... pages 110-120).

12. New course, Nursing (NURS) 4200, “Community Health Nursing Care”, (COMMUNITY HEALTH NURSING CARE – 4 credit hours, 3 lecture hours, 3 lab hours, and 6 contact hours), was approved effective Fall Semester 2009 with the description changed to read – Prerequisite: Successful completion of all Senior I courses. Focus on... pages 121-130).

13. New course, Nursing (NURS) 4203, “Professional Nursing Development III: Leadership & Management”, (PND III: LEADERSHIP & MGT – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Fall Semester 2009 with the description changed to read – Prerequisite: Completion of all Senior I courses. Preparation for... pages 131-139).

14. New course, Nursing (NURS) 4225, “Professional Nursing Practice”, (PROFESSIONAL NURSING PRACTICE – 7 credit hours, 3 lecture hours, 12 lab hours, and 15 contact hours), was approved effective Fall Semester 2009 with the description changed to read – Prerequisite: Completion of all senior semester 1 courses. Co-requisites: Senior 2 courses. Capstone course combining professional. . pages 140-148).

## **B. College of Education**

1. New course, Education (EDUC) 5999, “Professional Orientation”, (PROFESSIONAL ORIENTATION – 0 credit hours, 1 lecture hour, 0 lab hours, and 1 contact hour), was approved effective Fall Semester 2009 with the description changed to read ... Graded “Satisfactory” or Unsatisfactory”. Required... (pages 149-155).

2. Revised curriculum for the MAT in Middle Grades and Secondary Education was approved effective Fall Semester 2009. (pages 156-159). \*\*\*Pending clarification of degree from BOR\*\*\*

3. Revised credit hours, Middle/Secondary Education (MSED) 7020, “Curriculum in Middle Grades and Secondary Education”, (CURRICULUM IN MSED – 2 credit hours, 2 lecture hours, 0 lab hours, and 2 contact hours), was approved effective Fall Semester 2009 with the Co-requisite of MSED 7021 added to the description. (pages 160-162).

4. New course, Middle/Secondary Education (MSED) 7021, “Apprenticeship in Teaching”, (APPRENTICESHIP IN TEACHING – 1 credit hour, 0 lecture hours, 10 lab hours, and 10 contact hours), was approved effective Fall Semester 2009. (pages 163-173).

5. Revised credit hours, Middle/Secondary Education (MSED) 7040, “Evaluation and Assessment”, (EVALUATION AND ASSESSMENT – 1 credit hour, 1 lecture hour, 0 lab hours, and 1 contact hour), was approved effective Fall Semester 2009. (pages 174-179).

6. New course, Middle/Secondary Education (MSED) 7041, "Teaching Internship", (TEACHING INTERNSHIP – 2 credit hours, 0 lecture hours, 20 lab hours, and 20 contact hours), was approved effective Fall Semester 2009. (pages 180-190).
7. Revised curriculum for the MED in Middle Grades or Secondary Education Alternative Track was approved effective Fall Semester 2009. (pages 191-194).
8. Revised curriculum for the MED in Secondary Education was approved effective Fall Semester 2009. (pages 195-197).
9. Revised curriculum for the MED in Middle Grades Education was approved effective Fall Semester 2009. (pages 198-200).
10. Revised curriculum for the MED in Middle Grades or Secondary Education – Art Education Track was approved effective Fall Semester 2009. (pages 201-203).
11. Revised graduate catalog narrative for the EDD and MED in Adult & Career Education was approved effective Fall Semester 2009. (pages 204-214).
12. Revised graduate catalog narrative for the MED in Communication Disorders was approved effective Fall Semester 2009. (pages 215-220).
13. Revised graduate catalog narrative for the Department of Curriculum, Leadership & Technology was approved effective Fall Semester 2009. (pages 221-240).
14. Revised graduate catalog narrative for the Department of Early Childhood and Special Education was approved effective Fall Semester 2009. (pages 241-252).
15. Revised graduate catalog narrative for the MED in Health & Physical Education was approved effective Fall Semester 2009. (pages 253-259).
16. Revised graduate catalog narrative for the Department of Middle, Secondary, Reading, and Deaf Education was approved effective Fall Semester 2009. (pages 260-281).
17. Revised graduate catalog narrative for the MED and EDS in School Counseling was approved effective Fall Semester 2009. (pages 282-291).
18. Revised graduate catalog narrative for the EDS in School Psychology was approved effective Fall Semester 2009. (pages 292-298).
19. Revised graduate catalog narrative for the College of Education was approved effective Fall Semester 2009. (pages 299-302).
20. Change of degree from a BS to BSAT for Athletic Training was approved effective Fall Semester 2009. (pages 451-453) \*\*\*BOR approval\*\*\*
21. Revised course description and title, Kinesiology/Physical Education (KSPE) 2050, "Introduction to Athletic Training", (INTRO ATHLETIC TRAINING – 2 credit hours, 2 lecture hours, 1 lab hour, and 3 contact hour), was approved effective Fall Semester 2009. (pages 454-456, 458-460).
22. Revised admission requirements for the BS in Athletic Training was approved effective Fall Semester 2009. (pages 454-456, 461-463).

#### **D. College of Arts and Sciences**

1. Revised graduate catalog narrative for the MS in Biology was approved effective Fall Semester 2009. (pages 303-308).

2. Revised graduate catalog narrative for the MS in Sociology was approved effective Fall Semester 2009. (pages 309-314).
3. Revised senior college curriculum for the BA in Philosophy and Religious Studies – Religious Track was approved effective Fall Semester 2009. (pages 315-318).
4. Revised senior college curriculum for the BA in Philosophy and Religious Studies – Philosophy Track was approved effective Fall Semester 2009. (pages 319-322).
5. New course, Religious Studies (REL) 3610, “Native American Thought and Cultures”, (NATIVE AM THGHT AND CULTURES – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Fall Semester 2009 with the description changed to read ...metaphysics, religion, and... . (pages 323-328).
6. New course, Philosophy (PHIL) 3610, “Native American Thought and Cultures”, (NATIVE AM THGHT AND CULTURES – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Fall Semester 2009 with the description changed to read ...metaphysics, religion, and... . (pages 329-334).
7. New course, Religious Studies (REL) 3540, “Ecology and World Religions”, (ECOLOGY AND WORLD RELIGIIONS – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Fall Semester 2009 with the description changed to read ...indigenous cultures, such as... . (pages 335-345).
8. New course, Philosophy (PHIL) 3540, “Ecology and World Religions”, (ECOLOGY AND WORLD RELIGIONS – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Fall Semester 2009 with the description changed to read ...indigenous cultures, such as... . (pages 346-356).
9. New course, Philosophy (PHIL) 3650, “Mysticism and Social Justice”, (MYSTICISM AND SOCIAL JUSTICE – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Fall Semester 2009 with the description changed to read ...contexts that gave... . (pages 357-365).
10. New course, Religious Studies (REL) 3650, “Mysticism and Social Justice”, (MYSTICISM AND SOCIAL JUSTICE – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Fall Semester 2009 with the description changed to read ...contexts that gave... . (pages 366-374).
11. New course, Religious Studies (REL) 3640, “Alternative Religions of the World”, (ALT RELIGIONS OF WORLD – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Fall Semester 2009. (pages 375-380).
12. New course, Religious Studies (REL) 3630, “Native American Women”, (NATIVE AM WM – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Fall Semester 2009 with the description changed to read ...PHIL 3630. An examination...spirituality, and ethics. The...cultures, such as Alaskan,... . (pages 381-386).
13. New course, Philosophy (PHIL) 3630, “Native American Women”, (NATIVE AM WM – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Fall Semester 2009 with the description changed to read ...PHIL 3630. An examination...spirituality, and ethics. The...cultures, such as Alaskan,... . (pages 387-392).
14. New course, Religious Studies (REL) 3620, “Post-Colonization Issues in Indigenous Cultures”, (POST-COL ISSUES IN INDIG CUL – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Fall Semester 2009 with the description changed to read ...spirituality, ethics, and a range of... . (pages 393-398).
15. New course, Philosophy (PHIL) 3620, “Post-Colonization Issues in Indigenous Cultures”, (POST-COL ISSUES IN INDIG CUL – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Fall Semester 2009 with the description changed to read ...spirituality, ethics, and a range of... . (pages 399-404).

16. Revised course description, Mathematics (MATH) 3161, “Mathematics for Early Childhood Teachers I”, (MATH FOR EARLY CHILDHOOD I – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Fall Semester 2009. (pages 405-408).
17. Revised course description, Political Science (POLS) 4203, “American Constitutional Law III”, (AMER CONSTITUTIONAL LAW III – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Fall Semester 2009. (pages 409-412).
18. Revised course description, Political Science (POLS) 4202, “American Constitutional Law II”, (AMER CONSTITUTIONAL LAW II – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Fall Semester 2009 with the description changed to read ...relationship among the national... . (pages 413-416).
19. Revised course description, Political Science (POLS) 4200, “American Constitutional Law I”, (AMER CONSTITUTIONAL LAW I – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Fall Semester 2009. (pages 417-420).
20. Revised curriculum for the BS in Physics was approved effective Fall Semester 2009. (pages 421-423).
21. Revised curriculum for the BS in Astronomy was approved effective Fall Semester 2009. (pages 424-426).
22. Revised curriculum for the BS in Environmental Geosciences – Geography Track was approved effective Fall Semester 2009. (pages 427-429).
23. Revised minor name for the minor in Environmental Geosciences to Geography was approved effective Fall Semester 2009. (pages 430-431).
24. Revised course description for PHYS 2211K – WITHDRAWN (pages 432-435).
25. Revised course description and credit hours, Physics (PHYS) 3100, “Optics”, (OPTICS – 4 credit hours, 3 lecture hours, 2 lab hours, and 5 contact hours), was approved effective Fall Semester 2009 with the description changed to read ...resonance, and quantum... . (pages 436-439).
26. Revised course description and credit hours, Physics (PHYS) 5100, “Optics”, (OPTICS – 4 credit hours, 3 lecture hours, 2 lab hours, and 5 contact hours), was approved effective Fall Semester 2009 with the description changed to read ...resonance, and quantum...project that involves applying... . (pages 440-443).
27. Revised course description, Physics (PHYS) 3820, “Computational Physics”, (COMPUTATIONAL PHYSICS – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Fall Semester 2009 with the description changed to read ...1340. Formulation of... . (pages 444-447).
28. Revised course credit hours, Astronomy (ASTR) 4101, “Observational Techniques I”, (OBSERVATIONAL TECHNIQUES I - 4 credit hours, 3 lecture hours, 2 lab hours, and 5 contact hours), was approved effective Fall Semester 2009. (pages 448-450).
29. Deactivation of ENGL 2000 was noted.

Respectfully submitted, Stanley Jones Interim Registrar



VALDOSTA STATE UNIVERSITY  
ACADEMIC COMMITTEE MINUTES  
April 13, 2009

The Academic Committee of the Valdosta State University Faculty Senate met in the University Center Rose Room on Monday, April 13, 2009. Dr. Sharon Gravett, Assistant Vice President for Academic Affairs, presided. Members Present: Dr. Lai Orenduff, Dr. Marvin Smith, Dr. Bruce Caster, Ms Deborah VanPetten (proxy for Mr. Alan Bernstein), Dr. William Faux, Mr. Mike Savoie, Dr. Frank Flaherty, Dr. Kathe Lowney, Dr. Bruce Caster (proxy for Dr. Ray Elson), Dr. James Ernest, Dr. Iris Ellis, and Ms. Deborah VanPetten. Members Absent: Dr. Lucia Lu, Dr. Selen Lauterbach, Dr. Ray Elson, Dr. Bill Buchanan, Dr. James Humphrey, Dr. Deborah Weaver, and Dr. Diane Holliman. Visitors Present: Dr. Connie Richards, Dr. Jim Peterson, Dr. Paul Riggs, Dr. Lynn Minor, Dr. Phil Gunter, Dr. Karla Hull, and Mr. Lee Bradley. The Minutes of the March 9, 2009, Academic Committee meeting were approved with the correction to the course title abbreviation of item A-9 and the spelling of Religions corrected in item B-8 and B-11. (pages 1-5).

**A. College of Nursing**

1. Deactivation of NURS 3100, 3100K, 311, 3130, 3211, 3220, and 3221 effective Fall Semester 2009. (page 6).
2. Deactivation of NUTR 5250, 5900, 5910, 5990, 6000, 6900, 6950, and 7070 effective Fall Semester 2009. (page 7).

**B. College of Arts and Sciences**

1. New course, History (HIST) 4295, "Environmental History", (ENVIRONMENTAL HISTORY – 3 credit hours, 3 lecture hour, 0 lab hours, and 3 contact hour), was approved effective Spring Semester 2010 with the effective date changed to Spring. (pages 8-17).
2. New course, History (HIST) 6295, "Environmental History", (ENVIRONMENTAL HISTORY – 3 credit hours, 3 lecture hour, 0 lab hours, and 3 contact hour), was approved effective Spring Semester 2010 with the effective date changed to Spring. (pages 18-27). \*\*\*Pending Graduate Executive Committee Approval\*\*\*
3. Revised senior college curriculum for the BA in Political Science was approved effective Fall Semester 2009 with the International Relations list of courses corrected to the following: POLS 3400, 4300, 4400, 4410, 4420, 4430, 4440, 4700, and 4840. (pages 28-31).
4. New course, Political Science (POLS) 4450, "Comparative Environmental Politics and Policy", (COMP ENVIR POLIT AND POLICY – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Fall Semester 2009. (pages 32-40).
5. New course, Political Science (POLS) 4901, "Model UN II", (MODEL UN II – 3 credit hours, 0 lecture hours, 6 lab hours, and 6 contact hours), was approved effective Spring Semester 2010 with the title changed to "Model UN II", lab hours corrected to 6, the effective term changed to Spring 2010, and "his/her" in the course description changed to "their", and "student" was changed to "students". (pages 41-46).
6. New course, Political Science (POLS) 4902, "Mock Trial II", (MOCK TRIAL II – 3 credit hours, 0 lecture hours, 6 lab hours, and 6 contact hours), was approved effective Spring Semester 2010 with the title changed to "Mock Trial II", lab hours corrected to 6, the effective term changed to Spring 2010, and "his/her" in the course description changed to "their", and "student" was changed to "students". (pages 47-51).
7. New course, Political Science (LEAS) 4902, "Mock Trial II", (MOCK TRIAL II – 3 credit hours, 0 lecture hours, 6 lab hours, and 6 contact hours), was approved effective Spring Semester 2010 with the title changed to "Mock Trial II", lab hours corrected to 6, the effective term changed to Spring 2010, and "his/her" in the course description changed to "their", "student" was changed to "students". (pages 52-56).
8. Revised course description, Sociology (SOCL) 4540, "Internship in Sociology", (INTERNSHIP IN SOCIOLOGY – 3-9 credit hours, 3-9 lecture hours, 0 lab hours, and 3-9 contact hours), was approved effective Fall Semester 2009 with the description changed to read ...3500, and 3510 or permission of the... . (pages 57-60).

### **C. College of Education**

1. Revised senior college curriculum for the BSED in Special Education – Early Childhood Education General Curriculum Track, and the deactivation of the MED in Special Education – Early Childhood Special Education General Curriculum Track was approved effective Fall Semester 2010. (pages 61-68).
2. New course, Early Childhood & Special Education (ECSE) 3010, “Introduction to Assessment, Planning, & Instruction”, (INTRO ASSESS PLAN & INSTR – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Fall Semester 2009 with the following changes to the course description – hyphen added to “evidence-based” and “which” change to “that” and a comma added after “levels”. (pages 69-77).
3. New course, Early Childhood & Special Education (ECSE) 3210, “Introduction to Management of Learning Environments”, (INTRO MGNT LRN ENVIRONMENTS – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Fall Semester 2009 with the following change to the course description – hyphen added to “pre-kindergarten”. (pages 78-87).
4. New course, Literacy (LITR) 3210, “Emergent Literacy”, (EMERGENT LITERACY – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Fall Semester 2009 with the course description changed to read ...emergent literacy, including... (pages 88-96).
5. New course, Early Childhood & Special Education (ECSE) 3390, “Early Childhood Inclusive Practicum and Seminar”, (INCLUSIVE PRACT & SEM PREK-K – 2 credit hours, 1 lecture hour, 4 lab hours, and 5 contact hours), was approved effective Fall Semester 2009 with the course description changed to read ...content areas, strands, and teaching format. and “Graded “Satisfactory” or “Unsatisfactory”” was added to the course description. (pages 97-105).
6. New course, Early Childhood & Special Education (ECSE) 3020, “Intermediate Assessment, Planning, & Instruction”, (INTER ASSESS PLAN & INSTR – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Fall Semester 2009 with the course description changed to read ...3010. The use of selected evidence-based...development that underlie the teaching... (pages 106-114).
7. New course, Early Childhood & Special Education (ECSE) 3220, “Intermediate Management of Learning Environments”, (INTER MGNT LRN ENVIRONMENTS – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Fall Semester 2009 with spelling of “appropriate” and the subject code “ECSE” corrected . (pages 115-124).
8. New course, Literacy (LITR) 3120, “Early Literacy”, (EARLY LITERACY – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Fall Semester 2009. (pages 125-133).
9. New course, Literacy (LITR) 3130, “Developing Literacy”, (DEVELOPING LITERACY – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Fall Semester 2009 with the description changed to read ...Additional topics include motivating...applying technology. Teacher... (pages 134-142).
10. New course, Early Childhood & Special Education (ECSE) 3490, “Early Childhood Inclusive Practicum and Seminar: Grades 1-3”, (INCLUSIVE PRACT & SEM GR 1-3 – 2 credit hours, 1 lecture hour, 4 lab hours, and 5 contact hours), was approved effective Fall Semester 2009 with the course description changed to read ...areas, strands, and teaching... and “Graded “Satisfactory” or “Unsatisfactory”” was added to the course description. (pages 143-151).
11. New course, Early Childhood & Special Education (ECSE) 4010, “Advanced Assessment, Planning and Instruction”, (ADV ASSESS PLAN & INSTR – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Fall Semester 2009 with course description changed to read ...3010, and ECSE 3020. An expansion of candidates’ knowledge...evidence-based practices and theories that underlie...planning, and...health, technology, with...problem-solving model... (pages 152-161).

12. New course, Early Childhood & Special Education (ECSE) 4210, “Advanced Management of Learning Environments”, (ADV MGNT LRN ENVIRONMENTS – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Fall Semester with the subject codes in the prerequisite corrected to ECSE. (pages 162-170).

13. New course, Early Childhood & Special Education (ECSE) 4310, “Functional Academic and Behavior Assessment”, (FUNCT ACADEMIC & BEHAVIO ASSMT – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Fall Semester 2009 with description changed to read ...4010. Assessments to address the needs... (pages 171-179).

14. New course, Literacy (LITR) 4120, “Literacy Assessment and Applications”, (LITERACY ASSESS & APPLICATION – 3 credit hours, 2 lecture hours, 2 lab hours, and 4 contact hours), was approved effective Fall Semester 2009 with the description changed to read ...3130. Diagnostic and assessment strategies for instruction for struggling elementary readers and writers. The course includes causes... (pages 180-189).

15. New course, Early Childhood & Special Education (ECSE) 4390, “Early Childhood Inclusive Practicum and Seminar: Grades 4-5”, (INCLUSIVE PRACT & SEM GR 4-5 – 2 credit hours, 1 lecture hour, 4 lab hours, and 5 contact hours), was approved effective Fall Semester with the spelling of “Candidates” corrected, and “Graded Satisfactory or Unsatisfactory” added to the course description and the description changed to read ...content areas, strands... (pages 190-198).

16. New course, Early Childhood & Special Education (ECSE) 4420, “Seminar in Classroom Management and Collaboration with Family, School, and Community Agencies”, (SEM CLASS MGNT & COLLABORATION – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Fall Semester 2009 with the description changed to read ...pre-kindergarten through five...of parent education. Leadership skills are emphasized...and parent and community... (pages 199-207).

17. New course, Early Childhood & Special Education (ECSE) 4490, “Student Teaching and Reflective Seminar in Early Childhood and Special Education”, (STUDENT TCHING & SEM IN ECSE – 9 credit hours, 0 lecture hours, 9 lab hours, and 9 contact hours), was approved effective Fall Semester 2009 with “Graded Satisfactory or Unsatisfactory” added to the course description. (pages 208-216).

Respectfully submitted, Stanley Jones Interim Registrar

**ATTACHMENT B:**

**From:** Barney Rickman [bjrickma@valdosta.edu]

**Sent:** Monday, April 13, 2009 3:30 PM

**Subject:** Faculty Representation on the Revised Planning & Budget Council (PBC)  
Faculty Representation on the Revised Planning & Budget Council (PBC)

On the revised PBC (formerly the Budget Advisory Council), the Senate Executive Secretary will be one of the non-voting, ex officio members of the PBC, and there will be *two additional faculty members* as voting members of the PBC.

<http://www.valdosta.edu/finadmin/PBC/councilactivity.shtml>

At its March 26, 2009 meeting, the Senate voted that one of the two voting faculty slots on the PBC will be filled by one of the faculty members on the Senate's Institutional Planning Committee (IPC) as a way to merge faculty input into university planning (the role of the IPC) with the PBC (which carries out the planning process in budget terms). It will be up to the IPC to determine which IPC faculty member will serve a 2-year term (July 1, 2009 – June 30, 2011) on the PBC. ([http://www.valdosta.edu/facsen/meeting/minutes/documents/Senate\\_Minutes2009-03-26.pdf](http://www.valdosta.edu/facsen/meeting/minutes/documents/Senate_Minutes2009-03-26.pdf))

The Senate further voted that the other faculty slot on the PBC will be a tenured faculty member from the General Faculty elected to serve a 2-year term (July 1, 2009 – June 30, 2011) on the PBC. As with Senate Statutory Committees, there is no limit to the number of 2-year terms a specific faculty member can be elected to serve as the General Faculty Representative to the PBC. In conjunction with the 2-year term, this provision will allow greater continuity in faculty representation on the PBC because the faculty member from IPC on the PBC might only serve one 2-year term on the PBC.

Election procedure for the General Faculty Representative to the PBC

Before the July 1 start date, a request from the Senate will go out via VSUFAC for faculty to place their names on the ballot for election to be the General Faculty Representative to the PBC or to nominate another tenured faculty to serve in this capacity. The tenured faculty member elected to serve on the PBC will need to have the ability to digest budget information and serve as an effective advocate for the educational mission of VSU during the weekly PBC meetings (Fridays, 9-11 am; although special meetings of the PBC can also be called at other times).

If you are interested in standing for election as the General Faculty Representative to the PBC or you would like to nominate another faculty member to stand for election to this slot, please contact Dr. Lynn Minor ([lcminor@valdosta.edu](mailto:lcminor@valdosta.edu)) who is chairing the Senate Nominations Committee that will present a ballot of faculty willing to stand for election to the Senate. The deadline for nominations is the close of business on Friday, April 24, 2009. In your email to Dr. Minor, please briefly state why you think you or your nominee would be an effective faculty advocate on the PBC. At its May 21, 2009 meeting, the Faculty Senate will elect the General Faculty Representative to the PBC from the ballot of faculty willing to stand for election to this post.

**ATTACHMENT C:**

**From:** Barney Rickman [mailto:bjrickma@valdosta.edu]

**Sent:** Friday, April 17, 2009 9:12 AM

**To:** 'Stanley Jones'; 'Karen Shepard'; 'Patrick McElwain'; marksmith@valdosta.edu

**Cc:** 'Michael Elliott'; 'Louis Levy'

**Subject:** Report from Educational Policies Committee to Senate, April 17, 2009

Dear Stanley, Karen, Patrick, & Mark,

At the Senate meeting on April 17, 2009, the Educational Policies Committee submitted the following for consideration.

**Change the number of credit hours for which a student can register without approval from the current number (19) to 17, at least until we formulate a limited withdrawal policy. Motion was made to reduce the number of credit hours from 19 to 17, with the maximum load for which approval may be given to remain at 21. The language of the policy would also otherwise remain unaltered.** (The current policy is delineated on page 42 of the VSU Student Handbook, Volume 2)

[http://www.valdosta.edu/studentaffairs/documents/SAF\\_Student\\_Handbook\\_08\\_FINAL.pdf](http://www.valdosta.edu/studentaffairs/documents/SAF_Student_Handbook_08_FINAL.pdf).

After discussion, the Senate decided to postpone a vote on this recommendation until our May 21, 2009 meeting to allow time to garner more information on the effect of this recommendation on academic programs and department heads. I was asked to put the EPC Chair, Michael Elliott, in contact with the Registrar's Office as well as the Department Heads Council, and I decided to address both groups in this email b/c the questions overlap.

(1) During the Senate debate, some Senators expressed concern that this recommendation would cause problems for academic programs, such as KSPE, that use block scheduling b/c some blocks require majors to take 18 hours. Stanley, Karen, & Patrick, if the Senate adopts the recommendation above, is it possible in BANNER to set an exception from this limit to 17 hours on students in certain majors (e.g., KSPE) that would allow students in those majors to sign up for 18 hours w/o approval?

(2) During the Senate debate, some Senators also expressed concern that this recommendation would increase the workload on department heads b/c department heads would have to process more overrides to put students who need/want to take more than 17 hours. Mark, would you please share this recommendation w/ the DHC to see how department heads would react to this recommendation? Perhaps the Registrar's Office could run some numbers to let the DHC know how many students took more than 17 hours in Fall 2008 and are taking more than 17 this term.

Best, Jay

Professor Barney "Jay" Rickman, Ph.D.; Executive Secretary, Faculty Senate  
Director of Undergraduate Studies (History); Treasurer, AAUP @ VSU  
History Dept., Valdosta St. Univ., Valdosta, GA 31698-0035 <http://valdosta.edu/~bjrickma/>

From: Stanley Jones [sjones@valdosta.edu]  
Sent: Friday, April 17, 2009 11:20 AM  
To: 'Barney Rickman'; 'Karen Shepard'; 'Patrick McElwain'; marksmith@valdosta.edu  
Cc: 'Michael Elliott'; 'Louis Levy'; 'Sharon Gravett'  
Subject: RE: Report from Educational Policies Committee to Senate, April 17, 2009

Good Morning, Jay:

Response to question 1: We do not have a process that can make this exception based on major. IT could possibly develop a program to address this issue. However, this would involve a major banner baseline modification to key registration tables that would cause a number of new issues. After reviewing numbers my major, we would probably have a majority of the degree programs requesting this exception. I would prefer not to venture into this option.

Response to question 2:

Fall 2008 Enrollment Hours (17 and over)

HRs Total Students

17	353
18	355
19	113
20	17
21	8
22	4
23	2

Total-852

Spring 2009 Enrollment Hours (17 and over)

HRs Total Students

17	460
18	423
19	176
20	20
21	14
22	4
23	1
24	3
25	1

Total-1,102

Let me know if I can assist further.

Best Regards, Stanley

Stanley Jones

Interim Registrar

Valdosta State University

Valdosta, GA 31698

Phone: 229-333-5732

## ATTACHMENT D:

### Report of Ad Hoc Committee on Interaction between the Academic Committee and the Senate Senate Executive Secretary Barney "Jay" Rickman

At the March 26, 2009 Senate meeting, I was asked to set up an Ad Hoc Committee on the Interaction between the Academic Committee and the Senate. As per the *Senate Bylaws* re: the formation of Special Committees (Section 4), I asked the members of the Committee on Committees for permission to set up a temporary committee consisting of the Faculty Senators who serve on the Academic Committee (Lai Orenduff, Marvin Smith, Bruce Caster, Alan Bernstein, and Selen Lauterbach) along with Brad Bergstrom and Sherri Gravett with me chairing the committee.

The members of the committee engaged in a series of email discussions as well as an in-person meeting on the afternoon of April 9, 2009. Not all the committee members were able to attend the April 9 meeting because of class commitments, but those not able to attend the meeting shared their thoughts with the committee via email.

The committee examined the relevant sections (see below) of the *VSU Statutes* and the *Senate Bylaws* to see if there needs to be any change to clarify the interaction between the Academic Committee (AC) & the Senate. (BTW, a change in the *Senate Bylaws* can be done by the Senate; any change in the *VSU Statutes* requires a vote by the general faculty as well as approval by the BOR.)

*VSU Statutes* <http://www.valdosta.edu/legal/statutes.shtml>: Chapter 4, Article VI, Section 5b: regarding the Academic Committee:

1) The Academic Committee:

- a) approves, disapproves, or remands to the originating unit any proposals and recommended changes related to the educational philosophy, academic mission, and educational enterprise of the University;
- b) approves, disapproves, or remands to the originating unit any recommended curricular proposals; and
- c) approves, disapproves, or remands to the originating unit any proposals and recommended changes in the policies and procedures pertaining to the academic programs of the University.

5) The Academic Committee is not empowered to make any substantive changes in a curriculum proposal. If changes are suggested, the proposal will be remanded to the originating unit for further consideration and resubmission.

6) All approved proposals will be included in the Committee's report to the Senate. A proposal, however, may be appealed to the Senate after the Academic Committee has disapproved it at two monthly meetings, whether consecutive or not.

7) When voting on the Academic Committee's report, the Senate is not empowered to make any substantive changes in a curriculum proposal.

*Bylaws of the Faculty Senate* <http://www.valdosta.edu/facsen/documents/bylaws2008.pdf>.

#### **SECTION 7. CONDUCT OF FACULTY SENATE MEETINGS**

5. During General Discussion, any Senator may bring an issue to the floor for Faculty Senate consideration.

c. Normally, the report from the Academic Committee will be voted on in its entirety by the Faculty Senate. Any Senator, however, may request that a specific proposal be detached from the report for individual consideration.

The Ad Hoc Committee determined that, before any action by the AC can go into effect, it has to be approved by the Senate. Neither the AC, nor the Senate can make any substantive changes in a

curriculum proposal, but each has the power to vote down a curriculum proposal. If the AC votes down a curriculum proposal twice, the author of the proposal could appeal to the Senate to overrule the AC and approve the proposal. Likewise, while the Senate usually votes on the report from AC in its entirety, a Senator could make a motion to detach a specific proposal from the AC report for a Senate vote on that proposal alone. If the motion received a second, and was approved by a simple majority of the Senate, then the Senate would take a vote to either approve/disapprove a specific proposal or remand it back to the AC. The Senate would then hold a vote to approve/disapprove the rest of the AC report.

Having clarified the interaction between the Senate and the AC, the Ad Hoc Committee then moved to a discussion of how to bring AC actions before the Senate in a more timely manner. As Sheri Gravett mentioned in her February 20, 2009 email that was included in Attachment A of the agenda for Senate's March 26, 2009 meeting: "One of the issues does concern the time lag between the approval of the minutes of the Academic Committee (which occurs the meeting AFTER the items were approved) and the next available Faculty Senate meeting. This time lag can be particularly pronounced during the period between November through February since Faculty Senate does not have regularly scheduled December and January meetings (also, occasionally, the Academic Committee might not have a meeting if it does not have enough business)."

The Ad Hoc Committee reviewed a number of options. One option extensively discussed would be for the Senate to delegate its authority to approve curriculum matters to the Academic Committee. Such an action would accelerate and simplify the approval process for curriculum proposals, but it would also be a change in the shared governance process at VSU. Prior to the formation of the Senate in 1991, actions of the AC were approved at the meetings of the general faculty that were held once a term. Since the Senate was created in 1991, approval of AC actions has been done by the Senate. Although in the vast majority of cases, the Senate has voted to approve the actions of the AC with little to no debate (such that *de facto* the AC has been the final ruling on curriculum matters), there have been incidents in which the Senate remanded back to the AC a specific issue that was in an AC report (see procedure above). Because fully delegating the Senate's authority to approve curriculum matters to the Academic Committee would be a change, the Ad Hoc Committee members present on April 9 came up with a series of (4) proposals to streamline the interaction between the AC and the Senate. The committee concluded that if these proposals fail to resolve the problem, then the Senate can reconsider the possibility of formally delegating its authority to approve curriculum matters to the Academic Committee.

#### **Changes for the Academic Committee and the Senate to Implement:**

(1) Since 1991, the Senate has used the official minutes of an AC meeting as the AC's report to the Senate, but this practice has resulted in a time lag for the Senate to vote on AC actions (see Dr. Gravett's points above). The AC meets once a month, and the official minutes of a meeting are not approved until the next AC meeting one month later. On April 9, the faculty senators on the AC proposed that the AC minutes be approved by email because this would shorten the process by one to two weeks and thus accelerate getting the AC minutes to the Senate.

(2) A full Senate agenda (according to the *Senate Bylaws*) is suppose to be sent to the members of the Senate one week prior to a Senate meeting, but in the future the Executive Secretary might include notice in the formal agenda that the minutes of a recent AC meeting are coming, and if the Senators are emailed the AC minutes at least a few days prior to a Senate meeting, the Senate can then vote to review those AC minutes at its meeting.

At its April 9, 2009 meeting, the members present from the Ad Hoc Committee thought that the combination of these 2 steps might create the possibility for the results of an AC meeting (the AC meets the 2<sup>nd</sup> Monday of each month) arriving in the Senate much faster. For example, the AC will meet on April 13, 2009. If its members were able to approve the minutes of the April 13 meeting by April 29 by email, then those minutes could be approved at the Senate meeting scheduled for May 21, 2009.

The Ad Hoc Committee also considered two additional steps to facilitate the interaction between the AC and the Senate.



(3) The chair of the AC and the Senate Executive Secretary will collaborate to create a calendar on the AC website that integrates the AC meeting dates and the Senate meeting dates so that faculty who want to propose curriculum changes will have a better idea of the process of getting curriculum proposals fully approved (from department, to college, to AC, to Senate).

(4) The Senate should seriously consider holding a January meeting and possibly an August meeting. The January meeting would significantly help with approval of AC actions to meet the deadlines of getting new programs in the upcoming *Catalogue*. An August meeting would be helpful if the AC & the Senate need to approve a program that would begin in January. According to the *VSU Statutes* <http://www.valdosta.edu/legal/statutes.shtml>: Chapter 4, Article IV, Section 1: regarding Senate Meetings: "The Senate meets in open session at least twice a semester during the academic year and at least once during the summer." The Ad Hoc Committee would like to propose that the Senate recommend to the General Faculty a change in this section of the *Statutes* to the following "The Senate meets in open session at least six times during every academic year." If the General Faculty approved this change, the Senate could go from its current schedule of 7 meetings (September, October, November, February, March, April, & May) to 8 meetings on the third Thursday of August, September, October, November, January, February, March, & April). This change would also avoid the problem of the Senate making quorum at its May meeting. As the Ad Hoc Committee considered this proposal, the committee thought that the August Senate meeting would be held only if there were significant actions over the summer by the AC that needed approval by the Senate.

Since fall 2009 is the earliest that a general faculty meeting could be held, the Ad Hoc Committee proposed that the Senate Executive Secretary draft a 2009-2010 calendar with 9 Senate meetings from August 2009 to May 2010 with the expectation that the August 2009 meeting would be held only if there were significant AC actions that needed to be approved and that the May 2010 Senate meeting would be cancelled if the above *Statute* revision was accepted by the general faculty in fall 2009.

*Note: at its May 8, 2009 meeting, the Senate Executive Committee voted to postpone acting on the 4<sup>th</sup> suggestion for two reasons. (A) The first three recommendations have a good possibility of accelerating Senate consideration of Academic Committee actions. (B) Without the May meeting, standing committee reports would be due to the Executive Secretary by late March as opposed to late April which would probably interfere with committee deliberations.*

**ATTACHMENT E:**

**Faculty Senate Meeting Schedule for 2009-2010**  
(Revised 04/08/09)

	Sept.	Oct.	Nov.	Feb.	<i>March*</i>	April	May
Committee reports/ requests for Agenda items in <i>Word.doc</i> format (4 weeks before Senate meeting)	20-Aug-'09	17-Sep-'09	22-Oct-'09	21-Jan-'10	25-Feb-'10*	18-Mar-'10	22-Apr-'10
Agenda to Executive Committee (1 week prior to Exec Committee meeting = 4 <sup>th</sup> or 5 <sup>th</sup> TH)	27-Aug-'09	24-Sep-'09	29-Oct-'09	28-Jan-'10	04-Mar-'10*	25-Mar-'10	29-Apr-'10
<b>Executive Committee meeting (1<sup>st</sup> TH)</b>	<b>03-Sep-'09</b>	<b>29-Sep-'09#</b>	<b>05-Nov-'09</b>	<b>04-Feb-'10</b>	<b>11-Mar-'10*</b>	<b>01-Apr-'10</b>	<b>06-May-'10</b>
Email Agenda to Senators, announce via VSUFAC (1 week prior to Senate meeting = 2 <sup>nd</sup> TH)	10-Sep-'09	08-Oct-'09	12-Nov-'09	11-Feb-'10	18-Mar-'10*	08-Apr-'10	13-May-'10
<b>Faculty Senate meeting (3<sup>rd</sup> TH)</b>	<b>17-Sep-'09</b>	<b>15-Oct-'09</b>	<b>19-Nov-'09</b>	<b>18-Feb-'10</b>	<b>25-Mar-'10*</b>	<b>15-Apr-'10</b>	<b>20-May-'10</b>
Items to President for approval (1 week/ 5 working days after Senate meeting = 4 <sup>th</sup> TH)	24-Sep-'09	22-Oct-'09	30-Nov-'09+	25-Feb-'10	01-Apr-'10*	22-Apr-'10	27-May-'10
Minutes to Senators (Email, VSUFAC) & Library (2 weeks/10 working days after Senate meeting)	01-Oct-'09	29-Oct-'09	03-Dec-'09	04-Mar-'10	08-Apr-'10*	29-Apr-'10	03-Jun-'10

# = The Executive Committee should meet on 01-Oct-'09, but President Schloss will be away then; so the EC will meet on 29-Sep-'09

+ = The date for "Items to President for approval" should be 26-Nov-'09, but this is Thanksgiving. These will be sent the following Monday.

\* = B/c Spring Break will be March 15-19, 2010, the March Faculty Senate meeting will have to be on the 4<sup>th</sup> TH of the month.

**Other Important Dates (Please see By-Laws)**

All minutes & records to library (2008-2009) [Lisa Copeland handle]	30-Jun-'09
Annual Faculty Senate Report (2008-2009)	01-Jul-'09
Elected Senators assume duties	01-Aug-'09
Terms of committee members begin	01-Aug-'09
Committees send schedule of planned meetings to Committee on Committees	01-Oct-'09
Committees submit report on goals, etc. to Executive Committee	01-Oct-'09
Committees to submit written rules governing their procedures sent to Library	01-Oct-'09
Committee on Committee notifies Deans/Directors on Statutory Committee & Senate Elections	01-Nov-'09
Nominating Committee proposed (last Senate meeting of Fall semester)	19-Nov-'09
Deadline for Colleges/Divisions to Conduct Statutory Committee & Senate elections	15-Jan-'10
Election of Executive Secretary (2 <sup>nd</sup> Senate meeting of Spring semester)	25-Mar-'10
Committees submit written annual reports to Exec. Secretary (1 month prior to May Senate Meeting)	22-Apr-'10
All minutes and records to library (2009-2010) [Lisa Copeland handle]	30-Jun-'10
Annual Faculty Senate Report (2009-2010)	01-Jul-'10

**ATTACHMENT F:**

**2008-2009 Annual Report**

**Academic Scheduling and Procedures Committee**

**Membership of the Committee:**

Robert Bauer	(COE)	
David Buehrer	(A&S)	
Sherrida Crawford	(LIB)	
John Elder	(A&S)	Chair
Brad Finson	(COA)	
Arlene Haddon	(CON)	
Carol Hart	(SW)	
Ashok Kumar	(A&S)	Post Chair
Marc Pufong	(A&S)	
Tim Reisenwitz	(COB)	
Tonja Root	(COE)	
Yahya Mat Som	(COE)	Chair Elect

**Student Member:**

None

**Ex Officio Members:**

Sharon Butcher/Richard Hammond, Chair of COSA  
Honey Coppage, Assistant to the Vice President for Academic Affairs  
Tom Hardy, Director of Housing and Residence Life  
Stanley Jones, Interim Registrar  
Rob Kellner, Director of Auxiliary Services  
Walter Peacock, Director of Admissions & Enrollment Management  
Bobby Tucker, Athletics, Academic Services & Faculty Athletic Representative

The Academic Scheduling and Procedures Committee of the Faculty Senate met on Thursday, October 2, 2008 and Thursday, November 6, 2008 and further business was discussed by email during the 2008-09 school year. Minutes of these meetings and this report have been placed on file in the archives at Odum Library.

During the 2008-2009 academic year, the committee addressed the following issues:

**1) *Academic calendar 2010-2011***

At the October meeting an Ad-Hoc Scheduling Committee was charged with developing the first draft of the proposed 2010 -2011 academic calendar. At the November meeting the committee voted unanimously to submit that proposed schedule to the senate for approval. The senate approved the calendar which is included with this report.

**2) *Friday Evening Exams***

At the April meeting of the committee, the committee discussed continuing business from last year about a request from the Department Heads Council to consider the possibility of changing future exam week schedules so as to move Friday evening (after 5 pm) exams to Tuesday evenings after 5 pm of dead day. After lengthy discussion of the many obstacles involved the committee charged Walter Peacock to discuss this matter with the Vice President for Academic Affairs Office.

Respectfully submitted April 16, 2009

John Elder, Chair

Valdosta State University  
Academic Scheduling and Procedures Committee  
Minutes of the Meeting  
Thursday, October 2, 2008

The Valdosta State University Academic Scheduling and Procedures Committee meeting convened at 3:30 pm October 2, 2008, in Biology Conference Room in Bailey Science Center.

Members Present: Robert Bauer, John Elder, Yahya Mat Som, Ashok Kumar, Tim Reisenwitz, Brad Finson, Arlene Haddon, Marc Pufong, and Janet Foster (for Tonja Root).

Student Present: None

Ex officio Members Present: Stanley Jones, Bobby Flowers, Bobby Tucker, Honey Coppage, and Walter Peacock

1. Approval of the minutes of the meeting of April 3, 2008.
2. Old Business:
  - a. The meeting discussed some concerns about the decision making process of the Holiday Calendar and that was developed before the Academic Calendar.
    - i. The meeting approved an Ad-Hoc Scheduling Committee consisted of Honey Coppage, Walter Peacock and Stanley. They will develop the first draft of the academic calendar to resolve this matter.
    - ii. The meeting approved Walter Peacock to send motion to the VSU President pertinent to the issues; and to formulate a collaborative effort to determine Holiday and Academic calendars.
  - b. Robert Bauer, representing the Department of Psychology and Counseling and COE, asked about the possibility of changing final exam schedules that involve non-scheduled exams for the once a week courses because some instructors having problems finding appropriate classrooms to administer their final exam.
    - i. General discussion ensued during which several possible scheduling scenarios were examined.
    - ii. Honey Coppage will investigate the issue.
    - iii. Walter Peacock will collect data for the problem and suggest solution to the committee.
3. Miscellaneous: None
4. Meeting was adjourned at 4:15 pm

Respectfully submitted: Yahya Mat Som

Valdosta State University  
Academic Scheduling and Procedures Committee  
Minutes of the Meeting  
Thursday, November 6, 2008

The Valdosta State University Academic Scheduling and Procedures Committee meeting convened at 3:20 pm November 6, 2008, in Biology Conference Room in Bailey Science Center.

Members Present: Robert Bauer, John Elder, Yahya Mat Som, Ashok Kumar, Tim Reisenwitz, Arlene Haddon, Sherrida Crawford, Gala Jackson and Tonja Root.  
Student Present: None  
Ex officio Members Present: Stanley Jones, Bobby Flowers, Bobby Tucker and Walter Peacock  
Members Absent: Honey Coppage, Brad Finson, Marc Pufong

5. Old Business:
  - a. Altering the Final Exam Schedule.
    - i. Walter Peacock discussed issues and concerns of altering exam schedule to accommodate the once a week classes. The meeting was informed that there were not many options available unless the university allows faculty to administer the final exam during the Dead Day.
    - ii. Bob Bauer suggested that the university provides some sort of solution about this matter because it affected the faculty and students in the Psychology and Counseling Department and COE.
    - iii. Walter will discuss about this matter with Dr. Levy.
  - b. Academic Calendar
    - i. The Draft Academic Calendar for the 2010-2011 that was developed by Honey Coppage, Walter Peacock, and Stanley Jones was unanimously approved by the meeting.
    - ii. John Elder was charged to send the draft schedule to the Faculty Senate for approval.
6. Miscellaneous: None
7. Meeting was adjourned at 4:15 pm

Respectfully submitted: Yahya Mat Som

Academic Scheduling and Procedures Committee  
**Proposed Dates for Fall 2010 through Summer 2011**

**FALL 2010  
 SPRING 2011**

Mon, Jan 10	First Class Day
Mon, Jan 17	MLK Holiday
Thurs, Mar 3	Midterm
<b>Mar 14-18 TBA</b>	<b>Spring Break TBA (9wk prior-7wk after)</b>
Mon, May 2	Last Class Day
Tues, May 3	Exam Prep Day
Wed-Fri, May 4-6	Exams
Sat, May 7	Graduation

**SUMMER 2011**

<b>Maymester</b>	
Thurs, May 12	First Class Day-Mayterm
Mon, May 23	Midterm
Mon, May 30	Memorial Day-Holiday
Thurs, Jun 2	Last Class Day
Fri, Jun 3	Exams
<b>Summer II (full term)</b>	
Wed, Jun 8	First Class Day
Fri, Jul 1	Midterm
Mon, Jul 4	Holiday
Tues, Jul 26	Last Class Day
Thurs-Fri, Jul 28-29	Exams
Sat, Jul 30	Graduation
<b>Summer III</b>	
Wed, Jun 8	First Class Day
Friday, Jun 17	Midterm
Wed, Jun 29	Last Class Day
Thurs, Jun 30	Exams
<b>Summer IV</b>	
Tues, Jul 5	First Class Day
Thurs, Jul 14	Midterm
Tues, Jul 26	Last Class Day
Wed, Jul 27	Exams

**ATTACHMENT G:**

**ACADEMIC HONORS AND AWARDS COMMITTEE  
ANNUAL REPORT  
2008-2009 Academic Year**

The Academic Honors and Scholarship Committee met four times during the 2008-2009 academic year. During the fall the Committee voted on obtaining a plaque that would include the names of all of the recipients of the Annie Powe Hopper Award. The Foundation indicated they would fund a Perpetual Plaque with room for 120 plates. The first year the award was given was in 1962. The plaque will reflect all of the award winners from that point forward. It will be presented to the President at the Honors Night Dinner scheduled for May 7, 2009. The Committee would like to see the plaque hung in a prestigious location in the rotunda.

In January the committee selected this year's Georgia Legislative Academic Recognition Day representative from VSU. This year's recipient was Brett Rogers.

In February, the committee met to select the speaker for this year's Honors Dinner. The speaker this year is Ms. Kay Harris, Editor of The Valdosta Daily Times.

In April, the committee met and selected this year's Annie Powe Hopper Award winner. This year's winner is John Patrick Taylor. Mr. Taylor, together with the sixteen recipients who will be receiving University-wide awards will be honored at the Honors Night Dinner in May.

Respectfully submitted,

Dr. Nanci A. Scheetz, Chair  
Academic Honors and Scholarship Committee

**ATTACHMENT H:**

**Athletics Committee  
Chair, Scot Raab**

I will be presenting the outline of the duties for the Athletic Committee. I am also putting together the graduation rate data for student athletes that entered VSU 6 years ago. The NCAA provides students 6 years to get their degree.

As for the duties of the committee: it will be to continue to serve as a liaison as needed, tasked with reporting NCAA graduation rates of student/athletes (info from Bobby Tucker and NCAA website), and working with Herb and the 5 year NCAA Institutional Report.

In a nutshell the two rate columns below are a percentage of students who entered VSU between 1998 and 2001. The ASR rate looks at the percentage of students that have since graduated or passed the 6 year mark that met one of the following criteria: played a sport as a walk on, played as an athlete that received money, transferred in from a junior college, or left VSU at a time when they would have been eligible to continue playing (IE: Tennis player from overseas comes here one year and decides that the USA is not for her and fails to return the following year). The Fed Rate looks at all true incoming freshman. It's a percentage of those athletes who have graduated. If you enter as a true freshman and play a sport on scholarship the only way you can be removed from this calculation is death or military enlistment. Otherwise, if you fail to graduate or stay at VSU, you negatively affect this percentage (transfers, pro drafts, drop outs, etc).

**Academic Success Rate Report**

**1998-2001 Cohorts: Valdosta State University**

<b>Men's Sports</b>			<b>Women's Sports</b>		
<b>Sport</b>	<b>ASR</b>	<b>Fed Rate</b>	<b>Sport</b>	<b>ASR</b>	<b>Fed Rate</b>
Baseball	76	86	Basketball	92	69
Basketball	41	29	Bowling	-	-
CC/Track	60	50	CC/Track	88	64
Fencing	-	-	Crew/Rowing	-	-
Football	51	41	Fencing	-	-
Golf	88	56	Field Hockey	-	-
Gymnastics	-	-	Golf	-	-
Ice Hockey	-	-	Gymnastics	-	-
Lacrosse	-	-	W. Ice Hockey	-	-
Rifle	-	-	Lacrosse	-	-
Skiing	-	-	Rifle	-	-
Soccer	-	-	Skiing	-	-
Swimming	-	-	Soccer	-	-
Tennis	67	67	Softball	71	71
Volleyball	-	-	Swimming	-	-
Water Polo	-	-	Tennis	100	33
Wrestling	-	-	Volleyball	86	75
Men's Non-NCAA Sponsor. Sports	-	-	Water Polo	-	-
			Women's Non-NCAA Sponsor. Sports	-	-
			Women's Equestrian	-	-

**NOTE: The Academic Success Rate data include only student-athletes in the 1999, 2000, and 2001 entering cohorts.**  
etetc).



## ATTACHMENT I:

### Educational Policies Committee (EPC) Final Report 2008-2009

#### Educational Policies Committee Charge:

To review and recommend policies and procedures pertinent to advising, undergraduate admissions and retention, public services, and registration; and to hear undergraduate petitions for exceptions to academic policy, including graduation.

#### Accomplishments for the 2008-2009 Academic Year

The EPC met three times during the 2008-2009 academic year

The following policy issues were addressed this year:

##### Action Item #1

Sub-committee to investigate the possibility of developing a policy of limited withdrawals (James LaPlant, Ed Walker, Walter Peacock)

Sub-committee presented data regarding student withdrawals and other institutions' policies on withdrawals to the EPC. The committee voted in favor of pursuing such a policy asking the sub-committee to present a draft at the first meeting in the fall term. ONGOING

The EPC sent a recommendation to the Senate of dropping the number of hours students could register for without overrides from 17 to 19. The Senate did not vote on the issue asking that the EPC investigate possibilities for students needing to register for 18 hours in certain programs to get exceptions. The committee decided that lowering the hours from 19 to 18 would not be of any benefit and since a limited withdrawal policy is planned on being introduced in the fall to the Senate and the information from the President that students will now have to pay for up to 15 hours, the committee decided not to pursue this recommendation any further.

##### Action Item #2

Remanded to the EPC by the Executive Committee: Investigate VSU's policy regarding graduating with honors as it pertains to transfer students (Brought by Gregory Daryl Hall)

After reviewing Mr. Hall's request to change VSU's policy regarding graduating with honors as it pertains to transfer students, the committee voted not to make any changes feeling that the policy was sound and held to the integrity of the university. COMPLETED 10-23-2008

##### Action Item #3

Remanded to the EPC by the Executive Committee: Air Force ROTC Early Registration Proposal (Brought by Alan W. Elledge, Lt Col, USAF)

After reviewing Lt. Col. Elledge's request to allow AFROTC students to be considered for early registration, the committee voted not to allow the AFROTC students early registration. COMPLETED 3-24-2009

##### Action Item #4

Remanded to the EPC by the Executive Committee: Review VSU's policies and procedures regarding Academic Dishonesty to determine if VSU should create a faculty committee to hear student complaints

No action has been taken yet on this issue, however, the committee would like to make all aware of the new policy regarding Academic Dishonesty that was approved by the Senate on 3-20-2008. ONGOING

Respectfully submitted,

Michael Elliott  
Educational Policies Committee Chair, 2008-2009

## **ATTACHMENT J:**

### **2008-2009 Annual Report of Environmental Issues Committee (EIC) of the Valdosta State University Faculty Senate**

#### The EIC met as follows:

8 September 2008 – attending: 14 faculty/staff, 0 *ex officio* (administrators), 2 student representatives.; 0 visitors

6 October 2008 – attending: 12 faculty/staff, 2 *ex officio*, 3 student reps., 1 visitor

17 November 2008 – attending: 12 faculty/staff, 2 *ex officio*, 0 student reps., 0 visitors

13 February 2009 – attending: 11 faculty/staff, 2 *ex officio*, 2 student reps, 1 visitor

31 March 2009 – attending: 9 faculty/staff, 2 *ex officio*, 0 student reps., 0 visitors

17 April 2009 – attending: 11 faculty/staff, 1 *ex officio*, 0 student reps., 1 visitors

#### Members/Visitors (# meetings attended):

J. Allard (1; appointed 4/09), M. Benton (3), B. Bergstrom (Chair 2008-09, 6), J. Bickerstaff (5), C. Caldwell (3), R. Carpenter (4), D. Cunningham (2), S. Dasinger (4), C. Denizman (4), J. Fisher (5), B. Flowers (6), C. Lipscomb (Chair-Elect, 6), T. Manning (0), B. Ring (5), M. Sanger (5), A. Santas (6), G. Waggener (3), Z. Xu (1); *ex officio* R. Delong (4), R. Sable (5), Student reps./SAVE members N. Fast (2), S. Gunning (1), M. Johnson (1), J. Murray (2), M. Storey (1); others M. Lancaster (2), P. Schloss (1).

The EIC and University policies relating to it and its subcommittees provide for and actively facilitate proactive communication between administration and Faculty Senate on a variety of issues of vital importance, e.g., those affecting preservation of natural and historical resources, conservation of energy and other resources, prevention of light and other forms of pollution, and recycling of paper and other materials. Through VSU's Environmental Management Plan, procedures are specified that require the administration to consult proactively with and seek advice on these issues from representatives of the faculty serving on the EIC and its subcommittees. To be effective, the process requires judicious and timely action and open communication by the administration in informing the EIC at the earliest stages of formal planning for construction, renovation, or other activities that involve historical and natural resources, energy conservation, outdoor lighting, and recycling. As in past years, this year the EIC has collaborated with and advised the administration on numerous occasions. A particular focus of EIC in 2008-09 has been working with the President, other administrators, the student club SAVE, and the Climate Council in developing strategies and goals to accompany VSU's participation in the American College and University Presidents Climate Commitment (ACUPCC), which President Schloss signed during Green Week on April 24, 2009.

#### **EIC Monthly Meeting Summaries:**

**September**—Bergstrom reported on Summer activities of EIC and especially its Campus Beautification and Stewardship subcommittee (CBSS): members met with officials of Plant and contractors, discussions regarding the re-design of the new Georgia Hall (which saved approximately one-half of the longleaf pines in the area, compared to the original design), and movement of 10 of the Whitehead camellias to other areas along the trail, in advance of construction. Goals were established for the 2008-09 year by area and subcommittee as follows:

- Campus Beautification and Stewardship Subcommittee:
  1. Continue to work with and advise VSU administration in campus planning issues related to tree preservation and maintenance, new plantings, and landscaping.
  2. Recommend expenditures from the Jewell Whitehead endowment for new plantings and other beautification projects.
- Recycling Subcommittee:
  1. Work with the University administration toward full implementation and development of the campus-wide recycling program begun during Spring Semester 2007, especially as it relates to educating the campus community about the program.
  2. Work with the University administration to establish quantitative base-line data on VSU's landfill use and recycling efforts.
  3. Work with the University administration to monitor and quantify progress of the recycling program, striving toward a goal of 20% waste reduction through recycling. *Note: For this goal, possibly change the language to "increase the number of containers going to the recycling processing center."*
- Energy Conservation Subcommittee:
  1. Work with the University administration toward full implementation of a campus-wide energy conservation program, especially as it relates to educating the campus community about VSU's Energy Policy.
  2. Work with the University administration to establish quantitative base-line data on energy usage for each VSU unit or building.
  3. Work with the University administration to monitor and quantify progress of the energy conservation program.
  4. A fourth goal may relate to SAVE's effort to pass a "green fee" through the Board of Regents.
  5. A fifth goal may be to make a recommendation to President Schloss regarding the American College and University President's Climate Commitment (ACUPCC) document (<http://presidentsclimatecommitment.org>).

**October**—President Schloss attended our meeting to discuss EIC's involvement in developing strategies and goals for the ACUPCC, which has been promoted for the past year or two by members of SAVE, and which he would like to sign. Schloss urged EIC members to contact the VPFA search committee Chair, P. Gunther, to arrange to meet with candidates, as this position will be very important to environmental issues on campus. EIC urged linking the area historic preservation study completed a few years ago by Lord, Aeck and Sargent to the VSU Envir. Mgmt. Plan and/or to the EIC website.

**November**—The newly formed Climate Council begins to meet this month, chaired by R. Sable. Bergstrom serves on CC as EIC Chair, and numerous other EIC (and subcommittee) members will serve on various subcommittees of CC. The overlapping issues and authorities of EIC and CC were discussed, and these issues will need to be considered by Senate, so as to avoid confusion and duplication of effort. Other issues discussed were proposed Energy Conservation contest among dorms, outdoor lighting policy compliance issues on campus, and preservation of lumber from 5 old longleaf pines that had been beetle-killed on campus in early fall.

**February**—Bergstrom reported on meeting in early December among CC officers, the President, and key Faculty Senate chairs, facilitated by Exec. Sec. J. Rickman, on the lines of communication, reporting and authority that should be established between EIC and its subcommittees, the new CC, and the Senate. It was decided that EIC and CC should closely coordinate and that any product of CC that may be considered policy ought to go through EIC and be presented to Senate. At least for the time being, EIC’s Energy Conservation subcommittee (on which Sable is ex officio; currently chaired by Lipscomb) will effectively serve as the Operations subcommittee of EIC. The role of CC and its relationship to EIC and Senate should be re-evaluated after the first year. Planning begins for participation in Green Week (April 18-25) and Earth Day (4/22) to be celebrated on 4/25; effort being led by SAVE and CC’s Outreach subcommittee, chaired by M. Johnson. Presidential signing event for ACUPCC is planned for this period. Preliminary proposals for a new Interdisciplinary Environmental Studies Minor have been discussed in the Curriculum subcommittee of the CC. 18 SAVE students attending national climate conference in Washington, D.C. February 27-March 2<sup>nd</sup> (may need sponsorship). CC shared first draft of carbon neutrality plan, which they hope to complete by end of May 2009 (although not officially due for 2 years after signing); and Recycling subcommittee (RS) are involved in refining and further developing their portions of the plan. Assessment subcommittee of CC (tasked with estimating the VSU community’s carbon footprint) is having trouble obtaining “Tier 1 and 2 data that require calculating sponsored transit, including student, faculty, and staff commuters.” Denizman moves that EIC discuss and vote next month on which 2 tangible goals of ACUPCC to officially adopt, before finalizing a climate plan.

**March**—Green Week / Earth Day plans taking shape, with Presidential signing ceremony for ACUPCC to be held April 24, 2009 at 11 am in front of West Hall. Need for assistance and expertise in updating EIC website was discussed, as IT person who previously did this can no longer do so for us. Several non-compliant outdoor lighting issues forwarded to Plant Operations for resolution. EIC formally approved a motion to endorse adoption of the following two tangible actions (of seven possible) as part of VSU’s Climate Commitment: options **(b) Adopt an energy-efficient appliance purchase policy requiring purchase of Energy Star certified products in all areas for which such ratings exist; and (d) Encourage use of and provide access to public transportation for all faculty, staff, students, and visitors at our institution.** We should also work on the adoption of other actions if deemed feasible. EIC and its subcommittees and Climate Council, in the next two years, will particularly investigate the feasibility of future adoption of actions (a) and (f), which relate to LEED building standards and waste minimization via the national RecycleMania competition, but EIC is not endorsing adoption of these actions at this time. Discussion emphasized that we already perform and will continue to perform many other actions that contribute to sustainability but are not explicitly among the list of seven tangible actions listed in ACUPCC.

**April**—A 2-page Executive Summary of VSU’s Climate Commitment (due within 2 months of the President’s signing the ACUPCC) was presented by Sable and passed unanimously after minor wording changes (See Appendix A at the end of this committee report); **EIC presents this “VSU Campus Climate Commitment Plan” as a motion to the Faculty Senate for a non-binding resolution showing support of these actions (Appendix A).**

Other issues discussed include need for guidelines (and perhaps bylaws changes) addressing electronic meetings and electronic votes, which are occasionally necessary for EIC and its subcommittees.

## **Subcommittee Reports**

### **I. Campus Beautification and Stewardship (CBSS):**

Note: CBSS is specifically charged in the VSU Tree Preservation and Maintenance Policy and the EIC bylaws as being the subunit of the Faculty Senate with which the administration must consult on all matters of construction or other land disturbance that may have an impact of campus trees. Upon creation of the Faculty Senate in 1991, CBSS also subsumed the legal obligation of approving expenditures (in an advisory capacity to the President) from the Jewel Whitehead Endowment for campus beautification, as per Mrs. Whitehead's will.

Members (# meetings attended): M. Benton (3), A. Santas (3), B. Bergstrom (2), S. Thompson (2), R. Carter (1), J. Grable (1), R. Carpenter (1), B. Flowers (1), D. Hedgepeth (0), M. Pufong (0), G. Waggener (0); ex officio M. Griffin (3).

#### Meetings:

November 11, 2008 – Attending: faculty 4, ex officio 1

February 23, 2009 – Attending: faculty 4, ex officio 1

March 30, 2009 – Attending: faculty 5, staff 1, ex officio 1, guest 1

March 31 – April 13, 2009 (Electronic ballot) – Participating: faculty (6), staff 1

April 9 – April 10, 2009 (Electronic ballot) – Participating: faculty 7, staff 1

In December 2008 Dr. Brad Bergstrom and Dr. Melissa Benton met with President Schloss to discuss the preservation of wood from 5 dead longleaf pine trees to be removed from the old-growth grove of "Heritage Trees" on VSU campus. As a result of that meeting the logs were transported to a Dixie Lumber mill in Thomasville. Mr. Frank Bailey (904-540-6703) is currently in the process of cutting them.

In February 2009 Dr. Bergstrom and Dr. Benton met behind Odum Library to identify potential space for new tree plantings as a result of discussion at the November 11, 2008 meeting (and for years previously within CBSS). Subsequent to that meeting, on February 25, 2009, Dr. Bergstrom met with Mr. Brett Ganas (Ganas Landscape Designs, Inc.) to develop a design plan in greater detail. Other members of the subcommittee were invited to attend but were unable to do so at that time. On March 30, 2009 the subcommittee met on-site of the proposed "pinetum" (representing specimens of the 6 or 7 native species of pines, some of which are currently unrepresented on campus) behind Odum Library to review a preliminary plan developed by Mr. Ganas and a site utility plan provided by Mr. Monty Griffin. At that meeting subcommittee members requested that Mr. Ganas submit a formal estimate for development of the design proposal that could be reviewed by all subcommittee members and voted on electronically. The electronic vote was conducted on March 31, 2009 over a two-week period, with a final tally on April 13, 2009. Per majority vote subcommittee members approved use of Jewel Whitehead funds to develop the proposal. That recommendation will be forwarded to VSU President Patrick Schloss.

In March and April 2009 the subcommittee considered a request by AT&T to place a box on campus immediately south of Georgia Avenue. Subcommittee members, including Dr. Richard Carter, Dr. Brad Bergstrom and Dr. Green T. Waggener toured the proposed site in order to make recommendations. On April 7, 2009 Dr. Benton met with Ms. Traycee Martin and a representative of AT&T to walk the site and discuss options. Additional feedback was subsequently solicited from Dr. Carter. An electronic vote was conducted on April 9, 2009 over a 24-hour period, with a final tally on April 10, 2009. Per majority vote subcommittee members approved the AT&T plan with the guidelines provided by Dr. Carter. On April 10, 2009 formal subcommittee recommendations on this project were submitted to Ms. Martin by Dr. Benton.

## **II. Recycling Subcommittee:**

Members (meetings attended): Melissa Benton, Chair – Fall semester (1), Jack Fisher, Chair – Spring semester (4), Bobby Flowers (1), Can Denizman (3), Diane Holliman (0), Elaine Yontz (2), Green Waggener (1), Greg Gordon (4), Jimmy Bickerstaff (3), Meredith Lancaster (2), Michael Sanger (0), Rich Yokeley (1), Sheryl Dasinger (1), Xu Zhiguang (0).

Meetings: October 20, 2008; November 24, 2008; February 12, 2009; April 2, 2009

Subcommittee meetings of the 2008-2009 year resulted in much information being reported and the further refining of the subcommittee's goals. The late Greg Gordon, ad hoc member from Physical Plant, provided much information on campus recycling efforts and reported on significant progress and savings in the area of waste disposal in general as a result of increased efficiency of the recycling programs. The effectiveness of the recycling flyer which was distributed in spring 2008 was discussed and the possibility of further educational efforts were proposed including increased visibility on a website, electronic announcements, and *Spectator* articles. The possibilities of using the VSU TV channel were also discussed. The committee also met with Rich Yokeley of Sodexo who presented information on how Sodexo is working with the university to reduce, reuse, and recycle as part of dining services. The committee also toured the recycling facility on Toombs Street to see first-hand the paper recycling and trash handling processes.

The subcommittee also developed the following goals.

- Work with the University administration toward full implementation and development of the campus-wide recycling program begun during spring semester 2007, especially as it relates to educating the campus community about the program
- Work with the University administration to establish quantitative base-line data on VUS's landfill use and recycling efforts
- Work with the University administration to monitor and quantify progress of the recycling program, striving toward a goal of 20% waste reduction through recycling

In order to achieve the above goals, the recycling subcommittee has identified the following objectives.

- Develop and implement educational programs targeting students and faculty during the 2008-2009 academic year

- Monitor data regarding VSU's recycling program during the 2008-2009 academic year in order to evaluate progress
- Increase VSU's volume of recycling by 20% during the 2008-2009 academic year

The subcommittee has found the University administration through Plant Operations very cooperative in implementing a workable recycling program. Baseline data have been difficult to collect due to the changing nature of trash/recycling collection during the past 18 months and therefore a 20% reduction has been difficult to determine. The committee has monitored data and is extremely encouraged by efforts to reduce overall trash collection, and therefore landfill fees, through recycling efforts. Significant savings have already been the result of the administration's efforts. Publicity for recycling and educational efforts has been underachieved and will be a significant focus when the subcommittee reorganizes in the 2009-2010 academic year.

### **III. Energy Conservation Subcommittee (ECS):**

Members active during 2008-2009 year: C. Lipscomb (Chair), B. Bergstrom, C. Caldwell, D. Cunningham, N. Fast (SAVE student), S. Gunning (SAVE student), J. Murray (SAVE student), B. Ring, R. Sable, M. Sanger

Nov. 10, 2008—ECS called Mr. Herb Reinhard and emailed Mr. John Hansen, VSU tennis coach, to get their input on the tennis court light usage late at night on Baytree Road. C. Lipscomb reported back to ECS that the lights have a timer that cuts off after a certain period of time. ECS decided to hold its first-ever Energy Stewardship competition. ECS decided that its yearly goals (particularly Goal 2 from the September 8, 2008 EIC minutes) already related to the electricity consumption competition between buildings on campus that are metered.

ECS decided to postpone discussion of wall pack units (“glare bombs”) on the west-facing wall of Lowndes Hall to the next meeting so that more information could be collected. ECS decided to postpone discussion of high-mounted floodlight on the north wall of Reade Hall to the next meeting so that more information could be collected. [note: Jim Black assured B. Bergstrom that this fixture would be removed upon completion of the pedestrian walkway project] ECS decided to postpone discussion regarding pole-mounted floodlights on the back end of the dirt parking lot west of the Center for International Programs (it is currently aimed outward) until the next meeting so that more information could be collected.

Dec. 8, 2008—ECS discussed particulars of the upcoming Energy Conservation competition to be held during the Spring 2009 semester. C. Lipscomb reported that Georgia Power has agreed to sponsor the competition in the amount of \$200. Several prize options for the winning dormitory were discussed. C. Lipscomb reported that he received an email from John Hansen, the VSU tennis coach. The tennis court lights are on a “kitchen timer” that students must turn to keep the lights on at night. R. Sable will check on whether or not Plant Operations sometimes forces the timers to shut off at a particular time of day.

ECS decided to ask members of the Environmental Issues Committee if any issues remain regarding outdoor lighting on campus. Possible future action may include a revision of the policy to account for updates in bulb technology.

C. Caldwell walked the campus and placed on a map the location of all lighting units that were not lighting “downward” away from person's faces. ECS learned from R. Sable that



“upward” lights are common in areas on campus that are under construction. Upon completion of said construction activities, new lights in accordance with the VSU Outdoor Lighting Policy are installed and are faced “downward”.

ECS asked whether or not VSU has a policy on lighting specifications, to take advantage of recent advances in bulb technology. C. Lipscomb will find out if there is such a policy for VSU and report back to ECS.

In new business, R. Sable discussed the new Climate Committee put in place to help achieve the objectives of the Presidents’ Climate Commitment. ECS was asked to participate in the writing of the energy conservation portion of VSU Climate Commitment document by the end of the Spring 2009 semester. This plan will include long-term and short-term goals to achieve carbon neutrality at VSU.

As an example of what the final document should look like, R. Sable suggested that subcommittee members look at the plan written by folks at the University of Wisconsin-Oshkosh.

Feb. 13, 2009—ECS discussed particulars of the upcoming competition to be held during the Spring 2009 semester. C. Lipscomb reported that Georgia Power has agreed to sponsor the competition in the amount of \$200, to be used to provide a pizza party to the winning dorm. ECS agreed to let the students decide the name of the contest. RHA and Residence Life personnel (Ryan Teter and Tom Hardy) devised the name “Green Housing Effect.”

R. Sable discussed the new Climate Committee put in place to help achieve the objectives of the Presidents’ Climate Commitment. ECS will participate in the writing of the energy conservation portion of VSU Climate Commitment document by the end of the Spring 2009 semester. This plan will include long-term and short-term goals to achieve carbon neutrality at VSU.

Mar. 31, 2009—ECS discussed particulars of the competition currently underway. Since there were no baseline data on the dorms for April 2008, no year-over-year comparison could be made. ECS agreed to establish baseline data using the two weeks prior to the start of the contest; the contest period is March 23 to April 20. The winning dorm will be announced on April 24 at 11am. R. Sable discussed the written component of the Presidents’ Climate Commitment. The first written component must be submitted 2 months after President Schloss signs the Climate Commitment. The second, more detailed document must be submitted 2 years after the signing of the Climate Commitment.

As was discussed by the EIC earlier in the day, ECS will send information on wall-mounted lighting units that are not in compliance with the VSU Outdoor Lighting Policy and more details about the tennis court lights to Plant Operations for follow-up.

## APPENDIX A.

### VSU Campus Climate Commitment Plan

Valdosta State University President, Dr. Patrick J. Schloss, signed the *American College and University Presidents Climate Commitment* (ACUPCC) on April 24, 2009. This report outlines the requirements of the Climate Commitment and VSU Climate Council's activities to create the organization, the plan and suggested goals/objectives to meet the commitment. By making a conscious effort to become climate neutral and by making the efforts transparent and accountable, VSU hopes to join other universities in demonstrating an example of environmental leadership that will impact the students, staff, community and the region.

#### Task Discussion

Presidents' Campus Climate Commitment "...pledging [VSU] to eliminate its contribution to global warming over time. This includes establishing an institutional structure to oversee the development and implementation of the school's program; completing an emissions inventory within a year and annually thereafter; establishing a climate neutrality action plan, taking some immediate steps to reduce greenhouse gas emissions; integrating sustainability into the curriculum and making their climate action plan, inventory and progress reports publicly available."

#### - Specific Deliverables

- Within two months of signing this document, create institutional structures to guide the development and implementation of the plan. Structure is described below.
- Within one year of signing, complete a comprehensive inventory of all greenhouse gas emissions
  - Efforts have begun to inventory purchased electricity, on campus stationary sources (energy generation—generators), and transportation (commuting, air travel, campus fleet).
  - While purchased energy and energy sources have been captured, the transportation portion proved to be more difficult to inventory. Plans are being made now to create processes to capture that information.
- Within two years of signing this document, develop an institutional action plan for becoming climate neutral. Framework for the Climate Commitment Plan is outlined below.
- Choose two from the list of seven tangible actions to reduce greenhouse gases while the more comprehensive plan is being developed
  - **The Faculty Senate Environmental Issues Committee (EIC) reviewed the list of seven tangible actions identified in ACUPCC and on 17 April 2009 recommended implementation of the following two actions that can be done immediately with little or no additional funding required:**
    - 1) **Adopt an energy-efficient appliance purchasing policy requiring purchase of ENERGY STAR certified products in all areas for which such ratings exist,**

**2) Encourage use of and provide access to public transportation for all faculty, staff, students and visitors at our institution.**

- EIC also informally agreed to work with Climate Council in future to investigate feasibility of future adoption of any of the remaining tangible actions from the list of seven identified in ACUPCC.

**Organizational Structure**

- Valdosta State University created the Climate Council in November 2008 after consulting with all the constituent groups on campus. The Council membership includes representatives from all constituent groups and meets three times during each academic semester.
- Four subcommittees were created to generate the substance of the Climate Commitment Plan: Operations, Curriculum, Outreach, and Assessment Subcommittees. The Climate Council works with the Faculty Senate Environmental Issues Committee (EIC) and it's subcommittees to avoid duplication. For example, the EIC subcommittee on recycling will work on the recycling portion of the Climate Plan.

**Framework of Climate Commitment Report:** The proposed report is broken into five sections.

**Organization:** Describes the Climate Council and subcommittee responsibilities

- I. **Greenhouse Gas Inventory:** This section will be prepared by the Assessment Subcommittee to report the inventory from purchased energy, on campus stationary sources, and transportation.
- II. **Operations:** This section is divided into 11 subsections. Each subsection defines a general goal or goals and then action plans to achieve those goals. The action plans are divided into items for initial consideration, items for consideration within the next three years, and items for future consideration (beyond the first three years)
  - electrical energy management and conservation
  - heating and air conditioning
  - sustainable energy
  - fresh water conservation
  - storm water management
  - facilities planning
  - transportation
  - purchasing
  - solid waste management (recycling)
  - food services
  - grounds maintenance.
- III. **Teaching and Research Goals:** This section defines a general goals and then action plans to achieve those goals. The action plans are divided into items for initial consideration, items for consideration within the next three years, and items for future consideration (beyond the first three years). Initial goals currently include:
  - Recognition and emphasis of Sustainability as a common theme across general education initiatives. Students should have diverse opportunities to study sustainability in their coursework.

- A Minor in Environmental Studies
- A new Major program in an area or areas related to Environmental Studies

#### IV. Outreach

- Raise awareness of students and staff through participation in campus sustainability activities that take place outside of the formal classroom. Work with campus event organizers to include sustainability and climate commitment principles into existing events and promote climate commitment at those events.
- Service Learning: Expand the opportunities for students experience in sustainability initiatives by increasing the number of available internship, service learning, and volunteer experiences.

#### Recommendation:

The Environmental Issues Committee reviewed this report and the attached draft goals for the climate commitment, and proposes that the Faculty Senate, in recognition of the President's signing of the Climate Commitment, approve a non-binding resolution supporting the development of an institutional action plan, recommending the President put into policy the two tangible actions proposed, and submit those actions and the framework for the organization of the Climate Council to the American Colleges and Universities Climate Commitment organization.

**ATTACHMENT K:**

**Faculty Development and Research Committee Annual Report 2008-2009**

Committee Chair: Karin Murray (Fall) & Jennifer Lambert-Shute (Spring)

The Faculty Development and Research Committee met monthly. As of April 23<sup>rd</sup>, the committee met five times in Fall 2008 and three times in Spring 2009.

Beginning Funds: \$150,000.00

\*\*Budget cut reduced it by \$50,000 leaving it to only **\$100,000**

Total number of Awards made for FY09:

Awards granted by College and Division are:

College of the Arts	25
College of Arts and Sciences	55
College of Business Administration	10
College of Education	32
College of Nursing	5
Odum Library	8
Social Work	4

**Faculty Research Grant Committee Annual Report 2008-2009**

Committee Chair: Karin Murray (Fall) & Jennifer Lambert-Shute (Spring)

The Faculty Research Grant Committee met monthly. As of April 23<sup>rd</sup>, the committee met five times in Fall 2008, and three times in Spring 2009.

Beginning Funds: \$22,785.15 (including an FY08 charge, and \$1,000.00 budget cut)

Total number of Awards made for FY09 as of (04/01/09):

Awards granted by College and Division are:

College of the Arts	2
College of Arts and Sciences	16
College of Business Administration	0
College of Education	5
College of Nursing	1
Odum Library	2
Social Work	0

**ATTACHMENT L:**

Library Affairs Committee  
Annual Report 2008-2009

The Library Affairs Committee met twice during the 2008-2009 academic year.

At the fall meeting held Friday, November 14, 2008, Dr. George Gaumont, University Librarian, explained issues relating to the current budget difficulties, and the current allocation formula. The committee discussed how the budget difficulties impacted the contingency fund.

At the spring meeting held Friday, February 6, 2009, the committee reviewed three contingency funding requests. All three requests received funding, as approved by the committee. The request from the History Department, submitted by Dr. John P. Dunn, received \$1,755, which was the requested amount. The request from the Master of Library and Information Science Program, submitted by Dr. Elaine Yontz, received \$2,753, which was the requested amount. The request from the Music Department, submitted by Dr. Carol Mikkelsen, received \$5,492, of the \$7,531 requested.

At the spring meeting, Dr. Gaumont also explained the remodeling of the older section of the library and issues related to storage of the library volumes during the remodeling.

Respectfully submitted,

Charles Talor, Chair

## **ATTACHMENT M:**

### **Minority and Diversity Issues Committee Year End Report**

The Minority and Diversity Issues Committee held three meetings during the 2008-2009 academic year.

Committee Members included; Cristobal Serran-Pagan (College of Arts and Sciences), Babacar Mboup (College of Arts and Sciences), Eric Nielsen (College of the Arts), Amy Aronson-Friedman (College of Arts and Sciences), Nancy Redfern-Vance (College of Nursing), Clyde Edwards (College of the Arts), Rich Vodde (Division of Social Work), Brenda Dixey (College of Education), Cathy Oglesby (College of Arts and Sciences), Eric Howington (College of Business Administration), Janet Foster (College of Education), Moses Hardin (College of Arts and Sciences), and Mark Kiyak (College of the Arts).

Officio members included Maggie Viverette, Director of Equal Opportunity Programs/Multicultural Affairs, Shelia Wakely, representative for the Director of Counseling, and Denise Bogart, Director of Human Resources.

The first meeting was held on September 28, 2008

Members present: Mark Kiyak, Cristobal Serran-Pagan, Cathy Oglesby, Sheila Wakeley, Amy Aronson-Friedman, Denise Bogart, Janet Foster (Ms. Wakeley: proxy for Maggie Viverette). Members not present stated schedule conflicts.

Upon review, the charge of the committee was questioned. In lieu of the existence of the VSU Access Office, the Counseling Center, and the Office of Equal Opportunity Programs and Multicultural Affairs, the committee agreed to petition the Senate for clarification of the purpose of the Minority & Diversity Issues Committee as to whether the committee itself was redundant.

The second meeting was held on November 24, 2008

Members present: Mark Kiyak, Cristobal Serran-Pagan, Cathy Oglesby, Babacar Mboup, Denise Bogart, Janet Foster and Maggie Viverette.  
(David Kuhlmeier: proxy for Eric Howington).

Members not present stated schedule conflicts.

Also in attendance: Kimberly Tanner, Director of Access Office for Students with Disabilities.

In lieu of the existence of the VSU Access Office, the Counseling Center, and the Office of Equal Opportunity Programs and Multicultural Affairs, the committee had agreed to petition the Senate for clarification of the purpose of the Minority & Diversity Issues Committee as to whether the committee itself was redundant. E-mail from Dr. Rickman outlining suggestions pertaining to dissolution was discussed. As suggested by Dr. Rickman, the committee met with representatives of Equal Opportunity Programs & Multicultural Affairs and the Diversity Council (both headed by M. Viverette) as well as the Access Office to inquire if the committee can serve a useful function.

Both directors suggested that the committee could serve a useful purpose by; scheduling regular meetings with them (which, for convenience sake, would coincide with MDIC meetings), discuss what issues or problems each office might currently be having, and for the MDIC to

render any suggestions or help in solving those problems. The vote on this policy was accepted unanimously.

The first order of business in this new policy was to investigate whether or not VSU has a stated policy on prayer at university functions and members agreed to research the matter.

The third meeting was held on April 12, 2009

Members present: Mark Kiyak, Cristobal Serran-Pagan, Eric Nielsen, Sheila Wakeley and Maggie Viverette.

Members not present stated schedule conflicts.

The first order of business in the committee's new role as an advisory body to assist the VSU Access Office for Students with Disabilities, the Counseling Center, and the Office of Equal Opportunity Programs and Multicultural Affairs, the committee inquired if there was any new business to be taken under advisement. The representative of EOP& MA and the Diversity Council (Ms. Viverette) stated she had none. The representative of the Access Office (Ms. Tanner) was not in attendance but had stated in an email she also had no new business to conduct.

The second order of business (as stated in the minutes of the 11/2009 meeting) was to discuss the committee's findings regarding the investigation into whether or not VSU has a stated policy on prayer at university functions.

The committee's findings were as follows:

1. VSU has no stated policy about prayer at official university functions.
2. AAUP has no official policy other than the First Amendment's separation of church and state.
3. A prayer is admissible at any function where no student or employee is required to attend (such as commencement) because no one is coerced into being there. However, when it extends to any meeting where students or employees must attend, then the attendees could feel coerced into joining in with the prayer.
4. In a case brought to a federal appeals court in Atlanta (August 2008), in order to stop a practice that allowed predominantly Christian prayers to open official state ([Cobb County Commission meetings](#)) functions, the court ruled that because Cobb invites representatives of all denominations to give the prayer, the county is not unconstitutionally endorsing one religion over another. However, the court did rule that the Cobb Planning Commission improperly chose its invocation speakers because clergy of certain faiths had been excluded.

The committee would like to stress it is in no way an expert in constitutional law and has to the best of its ability interpreted the information gathered herein. **As a result, the recommendation of the committee as a primary means of insuring potential lawsuits are avoided is as follows:**



1. **Invite representatives of all denominations to give a prayer and allow all who respond to participate.**
2. **Allow a moment of silence enabling all in attendance to pray/meditate etc. in any way they wish.**

**As a postscript to the committee's recommendation, it is suggested that the university president, attorney and faculty senate discuss options for a policy.**

The third order of business concerned how the D&MI committee could aid the Office of EOP & MA for the 2009 Planning & Budget Council. The committee and Ms. Viverette agreed the best course of action had already been taken when the D&MI committee accepted an advisory role for the Office of EOP & MA and the Access Office, which could then be expanded to include budget decisions as well.

At the last meeting, Mr. Kiyak announced that he was rotating out to let Dr. Cristobal Serran-Pagan chair the committee starting fall 2009.

Mark Kiyak, Chair  
Department of Communication Arts  
College of the Arts

## ATTACHMENT N:

Annual Report of the Student Activities Committee  
Made to the Faculty Senate  
May 21, 2009

The Student Activities Committee met on September 9, 2008, November 11, 2008 and February 24, 2009. Minutes of these meetings and this report have been placed on file in the archives at Odum Library.

Members Attending: Gina Doepker – Chair, Ofelia Nikolova – Chair-elect, Patrick McGuire – Secretary, Carol Smith, Wing Lee, Daniel Baracskey, Michelle Gilbert, John Barbas, Mary Willis, Leisa Marshall, Robert Hull, Guy Frost, Cindy Prater

Ex Officio Attending: Kurt Keppler – V.P. Student Affairs, Richard Lee – Assistant Dean of Students for Student Conduct, Patricia Miller – *Spectator* Advisor, Maggie Viverette – Multicultural Affairs.

1. The Student Activities Committee partially met all goals for the year (they were):
  1. One of the committee's top priorities was to work with the Vice President of Student Affairs in order to foster collaboration and sharing of information between Faculty Senate and Student Affairs. The committee thus served as a conduit for information between the Division of Student Affairs and faculty and articulate faculty perspectives on Student Affairs decisions. Accordingly, members of this committee were available to serve on the following student committees within the Division of Student Affairs.
    - a. Student Affairs Committee: Gina Doepker
    - b. Student Life Committee: Daniel Baracskey
    - c. Student Communications Board: Patricia Miller
    - d. Student Fee Allocation Committee: Carol Smith
    - e. Student Crisis Response Committee: Ofelia Nikolova
    - f. Student Recreation Center Advisory Board: Michael Stoltzfus
    - g. Health Education/Promotions Advisory Board: Michelle Gilbert
    - h. Faculty Senate Student Services: Patricia Miller
  2. In addition, the Student Activities committee met the following goals for the year (they were):
    - a. Review the Student Activities Committee Bylaws (attached).
    - b. Elect a Secretary for the Student Activities Committee.
    - c. Work with the Vice President of Student Affairs, Assistant to the Dean of Students for Judicial Affairs, Spectator advisor, and Director for Equal Opportunity Programs/Multicultural Affairs to investigate faculty resources and possibly develop additional ones relevant to student activities of Valdosta State.
    - d. Continue to discuss the creation of FAQs on Student Activities for faculty, providing links to information already existing on VSU websites.
  3. The Student Activities committee will actively disseminate information and recruit appropriate nominations for Who's Who for student recognition for the 2009-2010 academic school year.

Respectfully submitted,  
Gina M. Doepker, Chair

## BYLAWS OF THE STUDENT ACTIVITIES COMMITTEE

### ARTICLE I. STUDENT ACTIVITIES COMMITTEE

The Student Activities Committee is a Standing Committee of the Faculty Senate.

### 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 concerts 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.

### ARTICLE III. MEMBERSHIP

The membership of the student Activities Committee is composed of:

- a. members who are nominated by the Committee on Committees and approved by the Faculty Senate. Membership is assigned to properly represent each School, and the Odum Library. All Committee members serve three-year, staggered terms. Terms of Committee members begin on September 1 and end on August 31.
- b. no fewer than two (2) elected Senators selected by the Committee on Committees and approved by the Faculty Senate;
- c. no fewer than one (1) student recommended by the President of the SGA;
- d. ex-officio members who are nominated by the Committee on Committees and approved by the Faculty Senate. Ex-officio members of the Committee are non-voting members. The chairperson of the committee may request that ex-officio members be appointed to the Committee by making a written request to the Committee on Committees.

A member of the Committee who finds it necessary to resign must provide the Committee chairperson written notification no less than seven (7) days in advance of the effective date of resignation. Within (7) days of notification, the chairperson will notify the Committee on committees of the resignation. The Committee on Committees appoints replacements.

#### ARTICLE IV. OFFICERS

The officers of the Student Activities Committee will consist of:

- a. Chairperson: The chairperson of the Student Activities Committee must be a Senator and is elected by the Committee for a term of one (1) year. The term of the chairperson may be renewed;
- b. Secretary: The secretary of the Student Activities Committee is elected by the Committee for a term of one (1) year. The term of the secretary may be renewed.

#### ARTICLE V. SUB-COMMITTEES

- a. The Student Activities Committee may create sub-committees. At least one (1) member of the sub-committee must be a member of the Student Activities Committee.
- b. Sub-committee members do not need to be faculty or Senators and are chosen solely by the Committee. The terms of the sub-committee members are determined by the Committee.
- c. The chairperson of the Committee will inform the Committee on Committees of the membership of sub-committees.
- d. Chairpersons of sub-committees will be appointed by the Committee chair, subject to approval of the Committee.
- e. Chairs of sub-committees will give the Committee prior notice of meetings, provide minutes of meetings, and submit recommendations and reports as determined by the Committee.

#### ARTICLE VI. PROCEDURES

- a. On or before October 1, the Student Activities Committee will discharge the following responsibilities:
  1. Set a schedule of its regular meetings and so inform the Committee on Committees.
  2. Submit to the Executive Committee of the Faculty Senate a report containing an assessment of its charge and the goals it wishes to achieve in the coming year.
  3. Submit written rules governing its procedures to the Executive Secretary of the Faculty Senate and place these written rules on reserve in the Odum Library.
- b. Reports, recommendations, and proposals must be sent in writing to the Committee chairperson at least two (2) weeks prior to the next scheduled Committee meeting. The Committee chairperson is responsible for setting the agenda for meetings.
- c. All Committee and sub-committee meetings are open. The Committee will decide whether or not guests of the Committee will be heard and under what conditions.
- d. Meetings will be conducted according to the last revision of Robert's Rules of Order.

- e. The Committee will keep substantive minutes or recordings of its deliberations. Copies of Committee minutes or recordings, reports, proposals, recommendations, and all other documents are to be placed on reserve in the Odum Library no later than two (2) weeks after a Committee meeting.
- f. The Committee will prepare an annual report and submit it to the Executive Secretary of the Faculty Senate by June 15.
- g. A majority of the Committee membership will constitute a quorum.

#### ARTICLE VII. AMENDMENTS TO BYLAWS

- a. A proposed amendment to the Committee bylaws must be submitted in writing to the Committee chairperson at least two (2) weeks prior to the next scheduled meeting.
- b. A majority vote by those members in attendance and voting will be required to amend the Committee bylaws.

#### VIII. VOTING PROCEDURE

- a. Voting will be by show of hands. Voting for the election of Secretary will be by paper ballot.
- b. Any member may request a paper ballot vote on any issue.
- c. Proxies will be allowed for Committee members who are unable to attend a Student Activities Committee meeting. Proxies must register with Chair prior to the meeting. No person may represent more than one (1) other Committee member at a meeting.”

**ATTACHMENT O:**

**Annual Report of the Student Services Committee  
Made to the Faculty Senate May 21, 2009  
Luis G. Bejarano, Committee Chair**

The charge of the Student Services Committee from the By Laws and Statutes:

*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.*

The Student Services Committee convened twice during the Fall semester of 2008 and did not meet during the spring semester of 2009. The minutes of each of these meetings are on file at the Odum library.

Financial Aid appeals subcommittee report:

Chair: Anita Ondrusek (LIB) CE, Sen.

<u>Dates (meetings)</u>	<u>#of Appeals</u>	<u>Approved</u>	<u>Denied</u>
April 15, 2008	5	0	5
July 15, 2008	13	8	5
September 9, 2008	13	5	8
December 9, 2008	4	0	4
January 27, 2009	11	3	8
April 14, 2009	6	2	4

Future meeting dates: July 14, September 8, December 8, 2009.

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The Student Services Committee addressed a couple of issues at each meeting during the two meetings held in Fall of 2009. Each issue that was addressed is listed below along with the meeting date.

1. The committee met on October 17, 2008

Introduced the amended by-laws approved in Spring 08 to new members. The SSC discussed proposal that SSC jurisdiction be extended to include student parking policies (e.g., overnight parking of on-campus students). SSC Discussion included: 1) Parking and transportation is not strictly a student services issues; 2) Student parking falls under SSC jurisdiction, but “faculty” parking does not; and 3) There are four other committees who make parking and transportation decisions.

The SCC recommended that students go to SGA or the Parking and Transportation Advisory Committee to address their concerns.

The second issue we discussed had to do with health student services at the Farber Health Center. The SSC determined that more information was needed to adequately address the issue of the ratio of student to health care providers. Another topic discussed was Financial Aid office and their new policy on Satisfactory Academic Progress. Conclusion was that the Evaluation will change from a yearly evaluation to once per semester.

## 2. The committee met again on November 7, 2008

The committee invited Rob Kellner, Director of Auxiliary services to discuss the jurisdiction and how the different parking committees on campus are formed. The issues of overnight parking, faculty parking and its relevance to the SSC were also discussed. All the concerns discussed about student parking were resolved by the new parking decks at the end of Fall 2008. We moved that SSC role with respect to parking is to be an objective body and have an opinion to work with the existing committees with the option of referring.

The Committee also invited Lynette Lewis, Student Health Center (SHC), Asst. Director for Administration who addressed SSC concerns about the ratio of student to health providers and what has been done to improve services. It was also discussed that students may request a print out of their appointment history at the SHC to give to their professors for missed classes due to illness. The brand new Student Health Center opened during Spring 2009 improved and expanded services and personnel to the student body, which efficiently resolved concerns brought up to this committee.

On February 19, 2009 I asked the SSC committee and the chair of the executive committee if they knew of any other issue concerning student services on campus that could merit calling a meeting. No new business was brought up to this committee to deal with during Spring 2009.

Respectfully submitted,

Luis G. Bejarano, Chair

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### *Student Services Roster*

Anita Ondrusek (LIB) CE, Sen.  
Luis Bejarano (A&S) C, Sen.  
Blaine Browne (COE) PC Sen  
Duke Guthrie (COA)  
Karen Jacobsen (A&S)  
Lori Howard (COE)  
Pat Miller (A&S)  
Ken Smith (LIB)  
M. PufferRothernberg (LIB)  
Katharine Adams (COE)  
Jean Temple (CON)  
Michael Smith (A&S)  
Dixie Haggard (A&S)  
James Holland (CON)

Hasson Tavossi (A&S)  
ex officio:  
Rob Kellner, Director of Auxiliary Services  
Mark Williams, Coordinator of Alcohol & Other  
Drug Education  
Douglas Tanner, Director of Financial Aid  
Scott Doner, Director of University Police  
Tom Hardy, Director of Housing and Residence Life  
Kimberly Tanner, Director of Access Office for  
Students with Disabilities  
Students:  
*Student Financial Aid Subcommittee*  
ex officio: Russ Mast

## **ATTACHMENT P:**

### Annual Report, Technology Committee, 2008-2009 Academic Year

The Technology Committee met three times during the 2008-2009 academic year.

At its October 27, 2008 meeting, the Committee reviewed its charge as outlined in the Senate bylaws and concurred with the current, cooperative role of developing and reviewing policies and procedures related to technology issues. Bill Moore subsequently presented 3 modifications to the information security policy, which were approved.

At its October 27, 2008 meeting, the Committee also began to address concerns related to the Faculty mailing list, including the inconsistency and timeliness of messages, optional faculty membership, and the responsibility/selection of moderators. Recommendations from the February 23, 2009 and April 20, 2009 meetings included the following: (1) all faculty should belong to the mailing list; (2) review, revision, and updating of guidelines for posting emails on the Faculty mailing list and the VSU announcement list to avoid duplication emails; (3) weekly training announcements to be provided on Friday for workshops to be held the following week; (4) recruitment of a 3<sup>rd</sup> moderator; and (5) retired faculty will be permitted to remain on the mailing list if so desired. At its April 20, 2009 meeting, the Committee also suggested that moderation be placed in the Office of Communications. This option is to be explored further next year.

At its February 23, 2009 meeting, Lisa Baldwin reported that it was technically feasible to place student photographs on Banner, pending attorney approval. Questions concerning the reason for having pictures on Banner, as well as the number of faculty who want them, were raised. Ginger Macheski and Michael Sanger volunteered to be part of a subcommittee in conjunction with IT to develop a survey regarding technology issues on campus.

At its February 23, 2009 meeting, the Committee addressed the issue of standardization of a student response system (“clickers”). Kathe Lowney provided examples of clickers from various manufacturers. Several factors are to be considered in choosing a specific clicker (e.g., cost, ease of use, etc.). Joe Newton volunteered to contact department heads and faculty regarding preferences; this process is continuing.

At the February 23, 2009 and April 20, 2009 meetings, the Committee was updated about upcoming email and portal changes, third party email for students, and the Student Technology Fee Committee report.

At its April 20, 2009, the Committee voted to accept Joe Newton’s recommendation that John Sizemore be added to the committee, *ex officio*. Joe also requested that a member of the Committee serve as a representative to the IT Advisory Committee. The process of selecting a representative will be on a volunteer basis and is in progress.

Respectfully submitted,  
Mary Gorham-Rowan  
Committee Chair, 2008-2009