



## FACULTY SENATE Est. 1991

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Chairperson  
Patrick J. Schloss

Vice Chairperson  
Philip Gunter

Executive Secretary  
Barney "Jay" Rickman

Parliamentarian  
Vesta Whisler

### Agenda May 20, 2010

The Faculty Senate will meet on Thursday, May 20, 2010 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 15, 2010 meeting of the Faculty Senate.**

[http://www.valdosta.edu/facsen/meeting/minutes/documents/Senate\\_Minutes\\_2010-04-15.pdf](http://www.valdosta.edu/facsen/meeting/minutes/documents/Senate_Minutes_2010-04-15.pdf)

3. New business

a. **Report from the Academic Committee** – Philip Gunter [pgunter@valdosta.edu](mailto:pgunter@valdosta.edu)

See **Attachment A** for the Minutes from the April 12, 2010 Academic Committee meeting. On May 20, we will not need to review the minutes from the May 17, 2010 Academic Committee because this meeting was cancelled.

b. Report from the Committee on Committees – Peggy Moch [plmoch@valdosta.edu](mailto:plmoch@valdosta.edu)

c. Report from the Institutional Planning Committee – Danielle Harmon  
[dharmon@valdosta.edu](mailto:dharmon@valdosta.edu) See Attachment B for IPC's Annual Report.

d. Report from the Faculty Affairs Committee – Paul Neal [paneal@valdosta.edu](mailto:paneal@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. **2010-2011 Senate calendar, see Attachment C.**
2. Standing Committee Reports from the eleven Faculty Senate Standing Committees. At the May 20, 2010 Senate meeting, each standing committee chair will make a brief oral summary report on their committee to the Senate. Please see the attachments for each report.

Academic Scheduling/Procedures: Yahya Mat Som. This committee was renewed in May 2009, and will be next reviewed for renewal in May 2012. Yearly report to be given in May 2010; see Attachment D.

Academic Honors & Scholarships: Michael Davey. This committee was renewed in May 2009, and will be next reviewed for renewal in May 2012. Yearly report to be given in May 2010; see Attachment E.

Athletics: Cindy Prater. This committee was renewed in May 2009, and will be next reviewed for renewal in May 2012. Yearly report to be given in May 2010; see Attachment F.

See Attachment G for a recommendation from this committee regarding a university-wide policy on make-up assignments. *Remand Educational Policies for review. In its review, the EPC should be aware of the following information provided by Dr. Sheri Gravett, Assistant Vice President for Academic Affairs.*

The only mention of make-up work is part of the current attendance policy in the undergraduate catalogue:

It is recognized that class attendance is essentially a matter between students and their instructors. Instructors must explain their absence policy in the course syllabus. All students are held responsible for knowing the specific attendance requirements as prescribed by their instructors and for the satisfactory make-up of work missed by absences. When students are compelled for any reason to be absent from class, they should immediately contact the instructor.

Educational Policies: Richard Carpenter. This committee was renewed in May 2009, and will be next reviewed for renewal in May 2012. Yearly report to be given in May 2010; see Attachment H.

**The EPC would also submit the following recommendation to the Senate for a vote. Addition of clarifying language to the Grade Appeals process to resolve the issue remanded to the EPC at the March 25, 2010 Senate meeting.**

[http://www.valdosta.edu/facsen/meeting/minutes/documents/Senate\\_Minutes\\_2010-03-25.pdf](http://www.valdosta.edu/facsen/meeting/minutes/documents/Senate_Minutes_2010-03-25.pdf)

The additional words are inserted below in italics.

<http://www.valdosta.edu/academic/GradeAppeals.shtml>

Students have the right to appeal their grades; however, they should do so within thirty days of the grade's posting on BANNER. To appeal a grade, a student should pick up a grade appeal form from the Registrar's office. The student should complete the form *with all pertinent information* and then speak with the professor about the change. If the professor and the student do not resolve the situation, the student may then proceed to appeal to the department head, the dean, and, finally, the Vice President for Academic Affairs.

Environmental Issues: Clifford Lipscomb. This committee was renewed in May 2009, and will be next reviewed for renewal in May 2012. Yearly report to be given in May 2010; see Attachment I. See Appendix to Attachment I for proposed revisions to the Outdoor Lighting Policy that will now be submitted to the Policy on Policies process.  
<http://www.valdosta.edu/vsu/policies/>

Faculty Scholarship: Jennifer Lambert-Shute. This committee was renewed in May 2009, and will be next reviewed for renewal in May 2012. Yearly report to be given in May 2010; see Attachment J.

Library Affairs: Ranson Gladwin. This committee was renewed in May 2009, and will be next reviewed for renewal in May 2012. Yearly report to be given in May 2010; see Attachment K.

Minority & Diversity Issues: Cristobal Serran-Pagan. This committee was renewed in May 2009, and will be next reviewed for renewal in May 2012. Yearly report to be given in May 2010; see Attachment L. **See Attachment M for a recommendation – not a policy -- from the Minority & Diversity Committee regarding public prayer at official VSU events.**

Student Activities: Ofelia Nikolova. This committee was revised in 2006-2007. It was renewed in May 2007 and **will be reviewed for renewal in May 2010.** Yearly report to be given in May 2010; see Attachment N. [*Note: if the Senate renews this committee for two years at its May 20, 2010 meeting, then all the Standing Committees will be on the same 3-year renewal cycle.*]

Student Services: Anita Ondrusek. This committee was renewed in May 2009, and will be next reviewed for renewal in May 2012. Yearly report to be given in May 2010; see Attachment O.

Technology: Jerry Merwin. This committee was renewed in May 2009, and will be next reviewed for renewal in May 2012. Yearly report to be given in May 2010; see Attachment P.

4. Old Business
5. Discussion
6. Adjournment

## **ATTACHMENT A:**

### VALDOSTA STATE UNIVERSITY ACADEMIC COMMITTEE MINUTES

April 12, 2010

The Academic Committee of the Valdosta State University Faculty Senate met in the University Center Rose Room on Monday, March 8, 2010. Dr. Sharon Gravett, Assistant Vice President for Academic Affairs, presided.

Members Present: Dr. Lai Orenduff, Dr. Marvin Smith, Dr. Bruce Caster, Dr. Frank Flaherty (Proxy for Dr. Lucia Lu), Dr. Melissa Benton (Proxy for Dr. Deborah Weaver), Ms. Laura Wright, Dr. Frank Flaherty, Dr. Kathe Lowney, Dr. Ray Elson, Dr. Bruce Caster (Proxy for Ms. Donna Cunningham), Ms. Deborah VanPetten (Proxy for Dr. Iris Ellis), Dr. Melissa Benton, Dr. James Humphrey, and Ms. Deborah VanPetten.

Members Absent: Dr. Lucia Lu, Dr. Deborah Weaver, Dr. William Faux, Dr. Linda Jurczak, Ms. Donna Cunningham, Dr. James Ernest, Dr. Iris Ellis, and Dr. Mike Meacham.

Visitors Present: Dr. Phyllis Holland, Dr. Taewon Hwang, Dr. Charles Backes, Ms. Rebecca Waters, Dr. Robert Gannon, Dr. Michael Capece, Dr. Mark Smith, Dr. Brad Finson, and Mr. Lee Bradley.

The Minutes of the March 8, 2010 meeting were approved by email on March 18, 2010. (pages 1-4).

#### **A. College of Nursing**

1. Revised course credit hours, Nursing (NURS) 4225, "Professional Nursing Practice", (PROFESSIONAL NURSING PRACTICE – 7 credit hours, 0 lecture hours, 14 lab hours, and 14 contact hours), was approved effective Fall Semester 2010. (pages 5-7).

#### **B. College of Education**

1. Revised senior curriculum for the MED in Adult and Career Education was approved effective Fall Semester 2010. (pages 8-9).

2. New course, Adult and Career Education (ACED) 7430, "Advanced New Teacher Institute", (ADVANCED NEW TEACHER INSTITUTE – 3 credit hours, 0 lecture hours, 3 lab hours, and 3 contact hours), was approved effective Fall Semester 2010. (pages 10-16).

3. Revised credit hours, Adult and Career Education (ACED) 7410, "New Teacher Institute", (NEW TEACHER INSTITUTE – 3 credit hours, 0 lecture hours, 3 lab hours, and 3 contact hours), was approved effective Fall Semester 2010. (pages 17-19).

#### **C. College of Business**

1. Reinstated, revised course title and description, Accounting (ACCT) 7990, "Special Topics in Accounting", (SPECIAL TOPICS IN ACCOUNTING – 3 credit hours, 0 lecture hours, 3 lab hours, and 3 contact hours), was approved effective Spring Semester 2011 with the description changed to read ...Prerequisite: Department Head approval. A study of...part of the course. This course may be taken more than once... (pages 20-24).

2. Reinstated, revised course title and description, Accounting (ACCT) 7400, "Fraudulent Financial Reporting", (FRAUDULENT FINANCIAL REPORTING – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Spring Semester 2011 with the description changed to read – A foundation for analyzing...governance players (e.g., board of directors)... (pages 25-31).

3. New course, Management (MGNT) 4780, "Supply Chain Management", (SUPPLY CHAIN MGNT – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Fall Semester 2010 with the description changed to read ...organizations to achieve a sustainable... and the & was changed to and in the last sentence . (pages 32-38).

4. Revised Learning Outcomes for the BBA in Marketing were approved effective Fall Semester 2010 changed to read – Marketing majors will be able to demonstrate knowledge of: and Demonstrate knowledge was removed from the beginning of items numbered 1-4. (pages 39-41).

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

1. Revised catalog copy for the MA in English was approved effective Fall Semester 2011 with the last sentence of section 1(literature emphasis) changed to read ...over the written test... and in section 3 (rhetoric and Composition emphasis) “student” was changed to “students” and the effective date was changed from Fall 2010 to Fall 2011. (pages 42-45).

2. New course, Biology (BIOL) 3610, “Dendrology”, (DENDROLOGY – 4 credit hours, 3 lecture hours, 3 lab hours, and 6 contact hours), was approved effective Fall Semester 2010 with “Field trips may be required” added to the end of the description. (pages 46-53).

3. New course, Biology (BIOL) 5610, “Dendrology”, (DENDROLOGY – 4 credit hours, 3 lecture hours, 3 lab hours, and 6 contact hours), was approved effective Fall Semester 2010 with “Field trips may be required” added to the end of the description. (pages 54-61).

4. New course, Biology (BIOL) 7050, “Experimental Design and Data Analysis in the Biological Sciences”, (EXPERIMENTAL DESIGN – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Fall Semester 2011 with prerequisite changed to read – MATH 2620 or comparable course, and admission...biological problems, with an... (pages 62-67).

5. New minor in Native American Studies was approved effective Fall Semester 2010 with the correction of the department name bottom of page 71, and the correction of the spelling of “spirituality” on the bottom of page 74, and page 75 item #3 Uses of student feedback through one-on-one..., to continue..., page 81 last line changed to ..enhance a candidate’s knowledge..., and page 86 in Section IX there is no Table 7. (pages 68-87). \*\*Pending BOR and SACS approval\*\*

6. New course, Native American Studies (NAS) 4500, “Special Topics Native American Studies”, (SPEC TOPICS NATIVE AMER STUD – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Fall Semester 2010 with description changed to read ..vary. An intensive study...Studies. This course may be... (pages 88-95).

7. New course, Native American Studies (NAS) 3000, “Survey of Native American Languages”, (SURVEY NATIVE AME LANGUAGES – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Fall Semester 2010 with description changed to – A survey of the diversity in Native American languages families, problems of classification, language particulars and social uses, and contemporary issues. Topics include language mapping, language contact, historical language shift, oral histories, literacy, contemporary language shift, language revitalization programming, and the complex connections between language and identity. (pages 96-103).

8. New course, Native American Studies (NAS) 3500, “Contemporary Native American Experience”, (CONTEMP NATIVE AMER EXPER – 3 credit hours, 3 lecture hours, 0 lab hours, and 3 contact hours), was approved effective Fall Semester 2010 with description changed to read ...determination as well as, the development... eliminate “are also addressed” . (pages 104-111).

Respectfully submitted,  
Stanley Jones  
Registrar

## **ATTACHMENT B:**

### **MEMORANDUM**

**To: Barney "Jay" Rickman, Executive Secretary of Senate**

**From: Danielle Harmon, Chair, Institutional Planning Committee**

**Date: April 25, 2010**

**Subject: 2009-2010 Annual Report of the Institutional Planning Committee**

The Institutional Planning committee convened four times during the 2009-2010 academic year. At each meeting, the minutes of the previous IPC meeting were presented and approved, with corrections added if necessary. The following presents a brief summary of the IPC activities during 2009-2010.

The committee began the year addressing two issues that had been brought up at the end of the 2008-2009 academic year; parking and graduate assistant pay.

#### **Major Issue 1/Parking**

1. At its September 16, 2009 meeting the committee reviewed notes from the last meeting and decided to contact Jill Ferrell Rountree and Tracyee Martin for more information on the issue.
2. At its October 14, 2009 meeting Traycee Martin discussed in brief the new Parking Policies Committee that was being organized. The committee decided that it would table the discussion on parking until more information on the committee was available.
3. With the implementation of the parking policies committee, the IPC has decided that they will defer any further parking issues to the parking policies committee.

#### **Major Issue 2/ Graduate Assistant Pay**

1. At its September 16, 2009 meeting, Professor Dave Bechler addressed his concerns that VSU's graduate assistant pay was inadequate to those of our peer institutions. Professor Bechler presented a thorough look at the pay levels at VSU and those peer institutions. After the presentation Kristina Cragg mentioned that Dr. Karla Hull was also conducting a review of VSU graduate pay. The committee decided that we request Dr. Hull give a presentation to the committee on her findings.
2. At its October 14, 2009 meeting the committee decided that it would table the discussion on graduate assistant pay until more information on the committee was available.
3. At it's November 11, 2009 meting Dr. Karla Hull gave an informative presentation on the graduate assistantship initiative including funding and goals. The stipend is competitive and the opportunity to participate in research is appealing to graduate students. Strategic assistantships are funded at a higher level with the goal of attracting students who would not otherwise choose to study at VSU. The committee was satisfied with this presentation and decided no further action on this topic was necessary.

During the Fall 2009 semester, Dr. Fred Ware served as the IPC representative on the Planning and Budget Council. Due to his teaching schedule in the spring 2010 semester, the committee was left without one person alone who could be present at every PBC meeting. Because of class conflicts or other academic duties, there were no members who could volunteer to be at every PBC meeting, so the IPC committee members decided to divide up the remaining times between them. The IPC is hopeful that with a new roster for the 2010-2011 year, that they will be able to find one committee member to attend the PBC scheduled meetings.

**ATTACHMENT C:**

**Faculty Senate Meeting Schedule for 2010-2011**

(Considered by Senate 05/20/10)

	September	October	November	February	<i>March*</i>	April	May
Committee reports/ requests for Agenda items <i>in Word.doc format</i> (4 weeks before Senate meeting)	19-Aug-'10	23-Sep-'10	21-Oct-'10	20-Jan-'11	24-Feb-'11*	24-Mar-'11	21-Apr-'11
Agenda to Executive Committee (1 week prior to Exec Committee meeting = 4 <sup>th</sup> or 5 <sup>th</sup> TH)	26-Aug-'10	30-Sep-'10	28-Oct-'10	27-Jan-'11	03-Mar-'11*	31-Mar-'11	28-Apr-'11
<b>Executive Committee meeting (1<sup>st</sup> TH)</b>	<b>02-Sep-'10</b>	<b>07-Oct-'10</b>	<b>04-Nov-'10</b>	<b>03-Feb-'11</b>	<b>10-Mar-'11*</b>	<b>05-Apr-'11#</b>	<b>05-May-'11</b>
Email Agenda to Senators, announce via VSUFAC (1 week prior to Senate meeting = 2 <sup>nd</sup> TH)	09-Sep-'10	14-Oct-'10	11-Nov-'10	10-Feb-'11	17-Mar-'11*	14-Apr-'11	12-May-'11
<b>Faculty Senate meeting (3<sup>rd</sup> TH)</b>	<b>16-Sep-'10</b>	<b>21-Oct-'10</b>	<b>18-Nov-'10^</b>	<b>17-Feb-'11</b>	<b>24-Mar-'11*</b>	<b>21-Apr-'11~</b>	<b>19-May-'11</b>
Items to President for approval (1 week/ 5 working days after Senate meeting = 4 <sup>th</sup> TH)	23-Sep-'10	28-Oct-'10	<b>29-Nov-'10+</b>	24-Feb-'11	31-Mar-'11*	28-Apr-'11	26-May-'11
Minutes to Senators (Email, VSUFAC) & Library (2 weeks/10 working days after Senate meeting)	30-Sep-'10	04-Nov-'10	02-Dec-'10	03-Mar-'11	07-Apr-'11*	05-May-'11	02-Jun-'11

^ = B/c another group has the UC Magnolia Room on 18 Nov 2010, e Senate will have to meet in the SU Ballroom.

+ = The date for "Items to President for approval" should be 25-Nov-'10, but this is Thanksgiving. These will be sent the following Monday.

\* = B/c Spring Break will be March 14-18, 2011, the March Faculty Senate meeting will have to be on the 4<sup>th</sup> TH of the month.

~ = The Executive Committee should meet on 07-Apr-'11, but President Schloss will be away then; so the EC will meet on 05-Apr-'11

**Other Important Dates (Please see *Senate By-laws*)**

All minutes & records to library (2009-2010) [Lisa Copeland handle]	30-Jun-'10
Annual Faculty Senate Report (2009-2010)	01-Jul-'10
Elected Senators assume duties	01-Aug-'10
Terms of committee members begin	01-Aug-'10
Committees send schedule of planned meetings to Committee on Committees	01-Oct-'10
Committees submit report on goals, etc. to Executive Committee	01-Oct-'10
Committees to submit written rules governing their procedures sent to Library	01-Oct-'10
Committee on Committee notifies Deans/Directors on Statutory Committee & Senate Elections	01-Nov-'10
Nominating Committee proposed (last Senate meeting of Fall semester)	19-Nov-'10
Deadline for Colleges/Divisions to Conduct Statutory Committee & Senate elections	15-Jan-'11
Election of Executive Secretary (2 <sup>nd</sup> Senate meeting of Spring semester)	25-Mar-'11
Committees submit written annual reports to Exec. Secretary (1 month prior to May Senate Meeting)	22-Apr-'11
All minutes and records to library (2010-2011) [Lisa Copeland handle]	30-Jun-'11
Annual Faculty Senate Report (2010-2011)	01-Jul-'11

## ATTACHMENT D:

### 2009-2010 Annual Report

#### Academic Scheduling and Procedures Committee

##### Membership of the Committee:

Ashok Kumar	CE, Sen.	(A&S)	2009-2012
Yahya Mat Som, C,	Sen.	(COE)	2008-2011
John Elder	PC, Sen.	(A&S)	2007-2010
Robert Bauer		(COE)	2008-2011
David Buerhrer		(A&S)	2009-2012
Arlene Haddon		(CON)	2007-2010
Tonja Root		(COE)	2009-2012
Brad Finson		(COA)	2007-2010
Marc Pufong		(A&S)	2007-2010
Carol Hart		(SW)	2008-2011
Ed Walker		(COB)	2008-2011
Sherrida Crawford		(LIB)	2008-2011

##### Student Member:

Kelli Cody

##### ex officio:

Stanley Jones, Registrar

Walter Peacock, Director of Admissions & Enrollment Management

Honey Coppage, Assistant to the Vice President for Academic Affairs

Bobby Tucker, Athletics, Academic Services and Faculty Athletics Representative

Rob Kellner, Director of Auxiliary Services

Thomas Hardy, Director of Housing and Residence Life

Bobby Flowers, COSA representative

Denise Bogart, Director of Human Resources

The Academic Scheduling and Procedures Committee of the Faculty Senate met on October 22nd, December 3rd, and February 11th, during the 2009-10 school year. Minutes of these meetings and this report have been placed on file in the archives at Odum Library.

During the 2009-2010 academic year, the committee addressed the following issues:

##### *1) Academic calendar for 2011-2012*

At the February meeting, the committee voted unanimously to submit an academic calendar for 2011-2012 to the senate for approval. The senate approved the calendar which is included with this report.

##### **2) Friday Evening Exams**

The committee discussed the continuing business from the last year about a request from the Department Head Council to consider the possibility of changing future exam week schedules so as to move the Friday evening exams to the dead day (after 5 PM). Last year the committee charged Walter Peacock to discuss this matter with the Vice President for Academic Affairs. The committee is yet to receive any new information about this matter. The committee plans to discuss this matter next year when more information will be available.

Respectfully submitted April 12, 2010  
Yahya Mat Som, Chair



**Fall 2011 through Summer 2012**  
**Approved by Senate, March 25, 2010**

**FALL 2011**

Mon, Aug 15	First Class Day
Mon, Sept 5	Labor Day
Thurs, Oct 6	Midterm
Mon-Tues, Oct 24-25	Fall Break
Wed- Fri, Nov 23 – 25	Thanksgiving Holidays
Mon, Dec 5	Last Class Day
Tues, Dec 6	Exam Prep Day
Wed-Fri, Dec 7-9	Exams
Sat, Dec 10	Graduation

**SPRING 2012**

Mon, Jan 9	First Class Day
Mon, Jan 16	MLK Holiday
Thurs, Mar 1	Midterm
Mar 12-16	Spring Break
Mon, Apr 30	Last Class Day
Tues, May 1	Exam Prep Day
Wed- Fri, May 2 – May 4	Exams
Sat, May 5	Graduation

**SUMMER 2012**

<b>Maymester (Summer I)</b>	
Thurs, May 10	First Class Day – Maymester
Mon, May 21	Midterm
Mon, May 28	Memorial Day- Holiday
Thur, May 31	Last Class day
Fri, Jun 1	Exams
<b>Summer II (full term)</b>	
Wed, Jun 6	First class day
Fri, Jun 29	Midterm
Wed, Jul 4	Holiday
Tue, Jul 24	Last Class Day
Jul 26 – 27	Exams
Sat, Jul 28	Graduation
<b>Summer III</b>	
Wed, Jun 6	First class day
Fri, Jun 15	Midterm
Wed, Jun 27	Last class day
Thurs, Jun 28	Exams
<b>Summer IV</b>	
Tues, Jul 3	First class day
Wed, Jul 4	Holiday
Thurs, Jul 12	Midterm
Tues, Jul 24	Last class day
Thurs, Jul 25	Exams
Sat, Jul 28	Graduation

**ATTACHMENT E:**

**ACADEMIC HONORS AND AWARDS COMMITTEE  
ANNUAL REPORT  
2006-2010 Academic Year**

The Academic Honors and Scholarship Committee met five times during the 2009-2010 academic year. During the Fall, the Committee voted to have Dr Jim Muncy be this year's speaker at the Honors Dinner. We also selected this year's Georgia Legislative Academic Recognition Day representative from VSU. This year's recipient is Ashley Hartt.

In April, the committee met and selected this year's Annie Powe Hopper Award winner. This year's winner is Rebecca Herman. Ms. Herman, together with the sixteen recipients who will be receiving University-wide awards, will be honored at the Honors Dinner on May 6.

Respectfully submitted,

Dr. Michael Davey, Chair  
Academic Honors and Scholarship Committee

## ATTACHMENT F:

Athletics Committee  
Chair, Marcella (Cindy) Prater  
End-of-year Report 2009-2010

The charge for this committee for the academic year 2009-2010 was as follows:

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.

Our goals for the academic year 2009-2010 were as follows:


- 1 – Prepare the end-of-report on NCAA graduation rates of student/athletes;
- 2 – Locate or prepare current bylaws and place on file in the library.

NCAA graduation rates and academic success rates have not been updated for information on athletes entering colleges or universities after 2001. The previous official reports are all available on the NCAA website. The NCAA provides athletes six or seven years to earn a degree from the time they enter as a freshman when calculating if they graduated or not. Then it takes a year of lag time to process and post all the data nationwide. Since 2002 is the most recent seven year cohort to graduate and be compiled and these cohort members are given seven years to graduate (ending in 2009), reports for this cohort are not yet available at the NCAA site. Therefore, no additional information on NCAA graduation rates and academic success rates is reported here, as NCAA graduation rates and academic success rates through 2001 was included in last year's Athletic Committee report to the Faculty Senate.

The existing by-laws of the Athletic Committee could not be found at the beginning of the 2009-2010 academic year. Therefore, this year's committee developed new bylaws, which were approved and filed on November 9, 2009. A copy of these bylaws is attached, and may be found at the Odum library and on the Senate's web page <http://www.valdosta.edu/facsen/meeting/CommitteeBylaws.shtml>.

In addition, the Athletic Committee addressed a situation that arose concerning the University's make-up policy for athletes or other students representing Valdosta State University in an official capacity. A recommended make-up policy for all students was sent to the Executive Secretary of the Faculty Senate, to see if the Executive Secretary felt this policy should be remanded to the Academic Committee for review.

The Athletics Division at Valdosta State University had a successful year. In football, VSU had a winning season, winning six out of ten games. Five Valdosta State Blazers were named to the All-Gulf South Conference squad and a VSU football player was named to the Gulf South Conference Fall All-Academic Teams. At the time this report was written, the Blazers' baseball team had won 25/35 games. The men's basketball team had a record winning season, making it to the Elite Eight in the playoffs. Both Valdosta State's men and women's cross country squads placed in the top 10 in the NCAA Southeast Regional Cross Country Championships. The men's tennis team was having a winning season – 14 wins out of 15 games. The women's basketball team won the Gulf South Conference East Championship, and the women's softball team has only incurred three losses out of 24 games to date. Women's tennis was also having a winning season, taking 8 out of 10 games to date. Not only has the women's volleyball had a winning season at the time this report was written, but a VSU female volleyball player was named to their Gulf South Conference Fall All-Academic Teams. In a new athletic program, Coach Melissa Heinz was hired to head the women's soccer team.

Submitted by:   
Marcella (Cindy) Prater, Chair  
Date: April 1, 2010

# BYLAWS OF THE ATHLETICS COMMITTEE

## *Article I: The Athletics Committee*

### **Section 1. Relationship to the Faculty Senate**

In accordance with Faculty Senate Bylaws (Article II, Section 3. (i) 8), the Athletics Committee is a standing committee of the Faculty Senate.

### **Section 2. The Charge**

In accordance with Faculty Senate Bylaws, (Article II, Section 3. (i) 8), the Athletics Committee is 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.”

## **Article II: Membership**

### **Section 1. Selection of Members**

Members of the Athletics Committee are appointed by the Committee on Committees. In accordance with Senate Bylaws, Article II, Section 3, a., whenever possible, membership assignments are to reflect a proper representation of each school of the University, the Odum Library, and the Division of Social Work.

### **Section 2. Characteristics and Terms of Membership**

- a.) The Committee chairperson and chairperson elect must be a Faculty Senator and will serve a term of one year, the terms of which can be renewed (Senate Bylaws, Article II, Section 3, g.).
- b.) All Committee members will serve three-year terms (Senate Bylaws, Article II, Section 5, a).
- c.) Terms of Committee members and the chair begin on August 1 and end on July 31(Senate Bylaws, Article II, Section 5, b).
- d.) At least one (1) student and not more than three (3) students recommended by the President of the SGA will sit on the Athletics Committee (Senate Bylaws, Article II, Section 3, b.) and will have full voting rights.

- e.) No fewer than 2 Faculty Senators will sit on the Athletics Committee (Senate Bylaws, Article II, Section 3, c.), one of whom shall chair the Committee (Senate Bylaws, Article II, Section 3, g.).
- f.) The terms of Athletics Committee members are staggered by the Committee on Committees so that approximately one-third (1/3) of the appointed and elected membership is replaced each year (Senate Bylaws Article II, Section 5, c).
- g.) The Secretary of the Committee, to be elected by the Committee membership at the first meeting of the Committee, will keep written minutes of the Committee meetings, distributing the minutes in a timely manner, including placing a copy in the Odum Library within two weeks of each meeting.
- h.) Ex Officio members are appointed to the Athletics Committee by the Committee on Committees. The Athletics Committee may nominate ex officio members by sending written nominations to the Committee on Committees. All ex officio members on the Athletics Committee will be voting members.
- i.) In accordance with Senate Bylaws Article II, Section 5 (h), the Committee on Committees will appoint replacement members of the Athletics Committee. Resigning members must submit a written resignation to the chair of the Committee. A copy of all resignations must be submitted in writing by the Chair to the Committee on Committees within a week of the resignation.

### **Section 3. Subcommittees**

- a.) The Athletics Committee may, if it so deems it necessary or useful, create subcommittees, the membership of which may include non-members. The Committee on Committees will be informed by the chair of the Athletics Committee of the membership of any and all subcommittees (Article II, Section 3, h).
- b.) Subcommittee members do not need to be faculty or Senators and are chosen solely by the Athletics Committee or the Committee's designee.
- c.) The chair of any subcommittee will be determined by the Athletics Committee.
- d.) The chair of the Athletics Committee will inform the Committee on Committees of the membership of each subcommittee in time to include them in the fall listing of the Faculty Handbook.
- e.) Subcommittee terms are determined by the Athletics Committee.

### **Article III: Procedures**

- a.) In accordance with Faculty Senate Bylaws, (Article II, Section 6, a.1-3), the Committee will discharge the following responsibilities by the date set by the Faculty Senate:

1. Set the schedule for regular meetings and so inform the Committee on Committees. The Committee on Committees will publish the schedule to be included in the Faculty Handbook.
  2. Submit to the Executive Committee of the Faculty Senate a report containing an assessment of the Committee's charge and its annual goals.
  3. Submit written rules governing the Committee's procedures to the Executive Secretary of the Faculty Senate and place a copy of these rules on reserve in the Odum Library.
- b.) All proposals, recommendations, reports, and any other material to be presented for consideration to the Athletics Committee must be submitted to the Committee chair.
- c.) All Committee meetings will be open.
- d.) Guests of the Committee will be allowed to speak only by expressed permission of the Committee.
- e.) Substantive minutes and/or records of deliberations of the Committee will be kept. Copies of minutes, reports, proposals, recommendations, and all other documents will be placed on reserve in the Odum Library no later than two weeks after a Committee meeting. At the end of the year, Committee records will be collected and placed in the University archives in the Odum Library (Senate Bylaws Article II, Section 6, e).
- f.) The Committee will prepare an annual report and submit to the Executive Secretary of the Faculty Senate by the date set by said Executive Secretary (Senate Bylaws Article II, Section 6, f).
- g.) A quorum to carry on the business of the Committee will be one-half of the voting membership.
- h.) Committee members who are unable to attend a Committee meeting may be allowed proxies. Proxies can be given only to other Committee members. The chair of the Committee must be notified of proxies prior to the meeting. No person may hold more than one proxy at any meeting.
- i.) Voting will be by a show of hands, unless otherwise ordered by the Committee. A majority of votes will carry an issue. Any Committee member may request a written ballot on any issue.

## **Article IV: Amendments**

The Bylaws of the Athletics Committee may be amended by a majority vote of the Committee. Proposed amendments to the Bylaws must be submitted by Committee members to the Chair in a timely manner for review, discussion, and possible action.

**ATTACHMENT G:****From:** Cindy Prater [mgprater@valdosta.edu]**Sent:** Thursday, April 01, 2010 2:13 PM**To:** 'Barney Rickman'**Subject:** Athletic Committee recommendation

The Athletic Committee met on March 25, 2010, to develop a recommendation regarding a make-up policy for all students. The need for this meeting arose when a professor was required to change grades for a number of students because the professor allowed an athlete to make up a quiz missed due to an athletic event. The make-up quiz was in a different format than the original quiz, since the professor felt the quiz questions and answers were already “out there”.

Initially, the Athletic Committee looked at a make-up policy for athletes, but quickly realized that this situation could occur with any student. The Committee members felt it was important to stress that academic freedom should allow professors to set make-up policies in their courses.

Therefore, the Athletic Committee developed the policy below. We would like you to review this policy, to determine if it should be brought to the Academic Committee for review, then proceed to the Faculty Senate for a vote.

Recommended make-up policy:

1. Absences will be excused at the discretion of the instructor;
2. Whether or not make-up work will be allowed will be at the discretion of the instructor;
3. The nature and type of make-up work allowed will be at the discretion of the instructor;
4. Make-up work will be allowed only for those students whose absence is deemed excused by the instructor.

*Dr. Marcella (Cindy) Prater  
Chair, Athletic Committee*

## **ATTACHMENT H:**

### **Annual Report of the Educational Policies Committee (EPC) Academic Year 2009-2010**

## **Committee Charge**

The EPC is charged with reviewing and recommending 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.

## **Members**

Richard Carpenter (A&S)	Chair
Susan Barron (A&S)	
Michael Elliott (COA)	Past Chair
Cliff Landis (LIB)	
Eric Nielson (COA)	Chair Elect
Suzannah Patterson (COA)	
Tolulope Salami (A&S)	
Mike Sanger (SW)	
Gerald Siegrist (COE)	
Jean Temple (CON)	
Ed Walker (COB)	

### ex officio

Walter Peacock, Director of Admissions & Enrollment Management  
Bill Muntz, Director of Public Services  
Stanley Jones, Registrar  
James LaPlant, Associate Dean, College of Arts and Sciences  
Tracy Meyers, Director of Women's Studies

## **Activities**

The committee met four times: September 24, 2009; October 29, 2009; February 25, 2010; and April 22, 2010.

### **Issues Addressed**

1) Reviewed the committee's bylaws. Approved/reaffirmed current language with no changes or alterations.



- 2) Reviewed policies and procedures regarding Academic Dishonesty to determine if VSU should create a faculty committee to hear student complaints when a student is sanctioned because of academic misconduct. The committee felt that current policies and procedures already address concerns related to this issue; however, the committee is certainly willing to revisit this issue should the Senate or President deem necessary.
- 3) Evaluated the need for priority registration for AA degree students. Proposal rejected on the grounds that too many requests for early registration are already made and that the present policy is justified and appropriate. The committee also noted that a similar request from another party was denied during the previous academic year.
- 4) Drafted a policy regarding the issue of limited student withdrawals. Policy submitted to and subsequently approved by the Senate.
- 5) Considered a registration policy allowing students to use their preference to register (based on the number of earned hours) for a limited number of credits. While not opposed to the idea, the committee felt that the new policy of limited withdrawals would, in all probability, sufficiently address this issue. However, the committee is certainly willing to revisit this issue should the problem of “course shopping” persist.
- 6) Considered possible revisions to the grade appeal process—specifically, that all pertinent information must be presented at the start of the process when a student begins the process by meeting with the professor who assigned the grade. The committee recommended that the language of the Grade Appeal Process be further clarified by adding the following underlined portion to the existing wording: “The student should complete the form with all pertinent information and then speak with the professor about the change.” The committee felt that the inherently communicative nature of an appeals process renders problematic the use of stronger language or more narrowly defined stipulations/requirements. Further recommendation made that the issue be discussed by the Department Heads Council to help ensure that instructors are kept sufficiently informed of developments and allowed ample time and opportunity to respond to claims put forth.
- 7) Considered a clarification, in the form of additional wording, to the Absence Regulations in the *Undergraduate Catalogue* that would require the supervising faculty of approved off-campus activities to communicate the activities, in writing and at a reasonable time prior to the scheduled event, to the participating students’ instructors. Proposal rejected by the committee on the grounds that there would be no reasonable way to implement it. The committee felt that the burden of appropriately communicated notification should remain with students rather than be shifted to faculty. Recommendation sent to Dr. Sheri Gravett.

Respectfully submitted,

Richard Carpenter  
Educational Policies Chair, 2009-2010

## **ATTACHMENT I:**

### **2009-2010 Annual Report of Environmental Issues Committee (EIC) Valdosta State University Faculty Senate**

#### The EIC met as follows:

September 21, 2009 – attending: 10 faculty/staff, 2 *ex officio* (administrators), 1 student rep.; 0 visitors

October 27, 2009 – attending: 12 faculty/staff, 3 *ex officio*, 0 student reps., 0 visitors

November 23, 2009 – attending: 7 faculty/staff, 3 *ex officio*, 1 student rep., 0 visitors

February 15, 2010 – attending: 13 faculty/staff, 2 *ex officio*, 3 student reps, 0 visitors

March 22, 2010 – attending: 8 faculty/staff, 3 *ex officio*, 1 student rep., 0 visitors

April 12, 2010 – attending: 9 faculty/staff, 1 *ex officio*, 0 student reps., 0 visitors

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

J. Allard (4), M. Benton (5), B. Bergstrom (4), J. Bickerstaff (3), C. Caldwell (3), R. Carpenter (5), D. Cunningham (0), A. Curington (1), J. Fisher (5), B. Flowers (6), C. Glock (1), J. Grable (2), C. Lipscomb (Chair 2009-2010, 6), J. Nienow (1), B. Ring (5), A. Santas (3), G. Waggener (2), L. Young (3); *ex officio* R. DeLong (4), R. Sable (6), T. Martin (3); Student reps./SAVE members M. Beyer (1), S. Gunning (1), E. Hurley (1), L. Linahan (2).

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

#### *September 2009*

The main purpose of the September 21, 2009 meeting was to establish subcommittee chairs, to assess the charges of the EIC, and to establish goals for the 2009-2010 academic year. B. Bergstrom was appointed as the chair of the Campus Beautification and Stewardship subcommittee; C. Caldwell was appointed as the chair of the Energy Conservation and Facilities subcommittee; and M. Benton was appointed as the chair of the Recycling subcommittee. At this time, the Traffic and Parking Planning subcommittee will remain inactive until a decision is made on the composition of the campus-wide parking committee.

The EIC outlined its five goals for the 2009-2010 academic year:

#### *1. Revise Bylaws*

- The EIC Bylaws were last amended in 2005. The Bylaws will be emailed to the EIC members for review.
- It was suggested that ‘Article V, a)’ be amended from ‘September 1’ to ‘October 1’ so that the timeframe for the submission of the charges of the EIC coincide with the Committee on Committees requirements.
- The revision of the Bylaws will occur over the course of the next couple of months. Information will be gathered on Traffic and Parking, and the votes

for all amendments to the Bylaws will be done by the whole EIC once all the information is gathered.

2. *Revise Outdoor Lighting Policy*

- This policy was adopted in 2002, and took a year and a half to develop. Particularly due to advances in technology, the policy needs to be reviewed and updated. C. Caldwell, as the chair of the Energy Conservation and Facilities subcommittee, will look into updating this policy. *Note that the EIC approved updates to this policy are included in the Appendix to this Annual Report.*

3. *Energy Conservation Competition*

- This competition will happen again this year under the direction of the Energy Conservation and Facilities subcommittee.

4. *Campus Climate Commitment*

- The plan will be crafted over the course of the coming academic year, and the appropriate committees and subcommittees of the University will be contacted to aid in its implementation.
- The EIC will inquire if faculty can ride the University buses for free. The EIC will promote public transportation for the faculty, staff, and students.

5. *Request from SAVE – assist with developing QEP on environmental issues across disciplines*

- S. Gunning (SAVE) discussed developing a QEP (Quality Enhancement Plan) on environmental issues across disciplines. The goal was to find faculty interested in being a part of the QEP, or chairing the QEP, for student research and professional development.
- S. Gunning proposed a QEP that would examine the cost/benefits of energy efficiencies. Among the potential topics to examine would be the cost/benefits of energy efficiencies with regard to health and environmental impacts, quality of life impacts, and the impacts of energy efficient technologies. Thirteen studies in the Southeast U.S. have been identified to serve as background on these topics.
- The deadline for the QEP is Thursday, October 1, 2009.

### *October 2009*

The primary issues discussed during this meeting were the pinetum, a concept that has been approved by President Schloss. The contractor (Langdon Flowers) was paid for his work on milling lumber from five longleaf pines that died on campus in 2008. The Recycling subcommittee reported on its efforts to conduct a recycling contest between student dormitories during the spring semester. The goal is to quantify the amount of recycling that occurs on campus. M. Benton will look into a potential contest, prize, and feasibility, and contact the Director of Resident Housing. M. Benton solicited methods of contacting students and getting them involved. Finally, the EIC received an update on the Campus Parking Committee status from T. Martin. The EIC will have one member on the Campus Parking and Transportation Committee. The creation of the Campus Parking and Transportation Committee will allow the EIC to rewrite its bylaws to remove its fourth subcommittee charged with addressing parking and transportation issues that is currently inactive.

The EIC also assisted SAVE students with the development of a QEP related to energy conservation. The QEP proposal, however, was denied funding.

### *November 2009*

The primary discuss of this meeting is the tree fence and landscaping issues at the Dewar building (College of Education) and landscaping issues at the Student Union. Twenty-two additional trees (Longleaf Pine and Magnolias) were planted around Georgia Hall in late summer after B. Bergstrom insisted on adherence to the 2008 written agreement by the contractors to plant all retribution trees from construction. Also, the Energy Conservation subcommittee reported that it has begun revising the VSU Outdoor Lighting Policy, which will be presented to the full EIC in the spring semester.

### *February 2010*

This meeting focused on several new issues. The Energy Conservation subcommittee reported that the Second Annual Energy Conservation Competition will be held from March 22 through April 19, with the winner to be announced on Earth Day. The winner will be determined by the building with the largest percentage decrease in energy usage for the competition period, compared to the previous 3-4 weeks measured usage. Usage will be monitored by employees from Plant Operations. Georgia Power will be contacted to see if it will donate prize money for the winner as it did last year. Prizes, games, programs, and the Dinner in the Dark – and event sponsored by SAVE to emphasize energy conservation – are still being discussed. Also, this subcommittee will present a draft of the proposed amendments to the Outdoor Lighting Policy at the March 23, 2010 EIC meeting so that suggestions for changes can be considered. If need be, the proposed amendments can be voted upon at the last EIC meeting of Spring 2010 (April 17).

The Recycling subcommittee has modified its Recycling Competition start date. The recycling containers will be distributed by Friday, February 26<sup>th</sup>, and remain out for two weeks until March 12<sup>th</sup>. The winner will be announced the first week after spring break. Signage concerning the competition will be posted before the event. Contaminated recycling

bins will not count in the competition. A pizza party will be the prize for the winning residence hall.

The Campus Beautification subcommittee raised an issue concerning all the infrastructure being put in place with regard to the “pinetum”. B. Bergstrom has to take the pinetum issue to the Facilities Advisory Committee. Also, the subcommittee has been talking to Leon Weeks, Georgia Master Gardener, to restore and cleanup the Camellia Trail and Camellia Garden. In addition, the subcommittee reported a violation of the tree policy over Thanksgiving Break when a tree was removed after the completion of the new dorm. Nobody checked with the Campus Beautification and Stewardship subcommittee about its removal. But, the administration acted immediately; the Grounds supervisor thought the approval had been received. The misunderstanding occurred because the Grounds Director was out on extended leave.

Lastly, M. Benton volunteered and was voted as the EIC representative on the new Campus Parking & Transportation Committee.

#### *March 2010*

During this meeting, the Energy Conservation subcommittee presented amendments to the Outdoor Lighting Policy. The EIC members present provided comments and changes to the amendment as it was presented. A motion was made to accept the changes to the new Outdoor Lighting Policy as a bundle, and it was accepted. Now the revised Outdoor Lighting Policy must go through the Policy of Policies Committee.

#### *April 2010*

This was the wrap-up meeting for the academic year. The Campus Beautification subcommittee reported that the “pinetum” is on the Facilities Advisory Committee April 27, 2010 agenda. The concept must be approved by this committee before moving onto the conceptual phase.

The Recycling subcommittee reported that Brown Hall won the Recycling Competition. Building on the success of this contest, new recycling information will be distributed at New Student Orientation to inform new students about our recycling efforts.

## **Subcommittee Activity Summary**

### *I. Campus Beautification and Stewardship Subcommittee*

#### Attendance for 2009-2010 (number of meetings attended):

B. Bergstrom (5), R. Carter (3), R. Delong (3), D. Hedgepeth (2), B. Flowers (2), A. Santas (2), S. Thompson (2), L. Young (1), R. Carpenter (1), J. Grable (1), M. Pufong (0)

#### Meetings:

August 23, 2009 – Attending: Faculty 1 (Chair met with contractors)

December 16-20, 2009 (electronic ballot) – Participating: Faculty 6, Ex officio 1

January 8, 2010 – Attending: Faculty 5

January 15, 2010 – Attending: Faculty 3, Staff 3, Contractors

January 25, 2010 – Attending: Faculty 9, Ex officio 1, Guest 1

### *II. Recycling Subcommittee*

#### Attendance for 2009-2010 (number of meetings attended):

M. Benton (6), J. Muzzey (5), J. Bickerstaff (5), J. Nienow (4), M. Lancaster (4), C. Denizman (4), G.T. Waggener (2), J. Fisher (2), B. Flowers (2).

#### Meetings:

October 23, 2009 – Attending: Faculty 2, Staff 2

November 19, 2009 – Attending: Faculty 5, Staff 2

February 5, 2010 – Attending: Faculty 5, Staff 2

February 19, 2010 – Attending: Faculty 3, Staff 2, Students 3

March 16, 2010 – Attending: Faculty 6, Staff 2

April 9, 2010 – Attending: Faculty 2, Staff 1

### *III. Energy Conservation Subcommittee*

#### Attendance for 2009-2010 (number of meetings attended):

C. Caldwell (4), B. Ring (4), Natasha Fast (3), others (1 meeting each)

#### Meetings:

October 2, 2009 – Attending: Faculty 2, SAVE 2

November 14, 2009 – Attending: Faculty 2, SAVE 2

February 5, 2010 – Attending: Faculty 2, SAVE 1

March 15, 2010 – Attending: Faculty 2, SAVE 2

## APPENDIX

**\*\*Note that EIC recommended amendments to this policy are highlighted in bold.**

### OUTDOOR LIGHTING POLICY

#### PURPOSE

This policy is predicated on the need to balance the following objectives and concerns:

- 1) To ensure nighttime safety and security for VSU students and personnel, and to provide optimum nighttime visibility on the VSU campus.
- 2) To avoid unnecessary hazards to motorists and pedestrians created by lateral glare from building, street, or parking lot light fixtures. Lateral glare is defined as a light beam projecting from a fixture more than 70 degrees above straight downward.
- 3) To minimize undesirable light trespass and illumination of Valdosta's night sky.
- 4) To conserve energy, for both environmental and economic reasons.
- 5) To minimize adverse effects of artificial nighttime illumination on local nocturnal animals.
- 6) To restore and preserve a suitable level of night sky darkness to ensure adequate visibility of celestial objects from the VSU Observatory, a scientific and educational facility of regional importance.

#### POLICY

It is the University's policy to provide optimum nighttime campus lighting for maximum security, while minimizing risks to safety and adverse effects on the environment and night sky.

#### PROCEDURES

- 1) Specifics of design and installation of new lighting and retrofitting of existing lighting should be done after a survey and consulting the IDA Outdoor Lighting Code Handbook Version 1.11, including the USA Pattern Lighting Code and the EPA Green Lights Program (<http://es.epa.gov/partners/green/green.html>).
- 2) Any currently existing lighting fixture which does not satisfy these guidelines should be removed, redirected, or shielded within a reasonable period of time, budget permitting, so as to minimize light trespass, light pollution of the night sky, and over illumination within the VSU campus area. The VSU Administration cooperates with the Environmental Issues Committee (a standing committee of the VSU Faculty Senate, with representation from SGA and the administration), in collaboration with SGA and

COSA, in the design and retrofitting of campus outdoor lighting fixtures to be in compliance with this policy.

***An annual walk-through of existing lighting fixtures should be conducted by a committee during the month of August to determine compliance with this Outdoor Lighting Policy, and a summary of recommendations for actions to be taken be submitted to the Facilities Advisory Committee. The walk-through committee will comprise a representative from each of the following: Plant Operations, Environmental Issues Committee, Environmental Issues Subcommittee on Energy Conservation, Environmental Safety Committee, Student Government Association, and a member of Students Against Violation of the Environment (S.A.V.E.).***

3) Full consideration should be given to the appropriate placement, density, and elevation of lights, so as to avoid over illumination of any given area and to minimize glare and light trespass. As an example, a higher density of lower elevation, Lower intensity light fixtures might be chosen over a smaller number of high elevation, high intensity fixtures providing comparable illumination. High elevation lights particularly should be adequately shielded to minimize lateral glare. Properly shielded and well placed fixtures should allow adequate illumination of the ground generally not exceeding 200,000 net 62 lumens per acre for parking lots, and 20,000-100,000 net lumens per acre for other campus areas, depending on level of use; sport field lighting levels will be higher (exception 8c).

4) No single lamp should exceed 1800 lumens unless housed in a “full cutoff” fixture (i.e. it is fully shielded) so that all light is directed downward with no lateral glare. Full cutoff fixtures are recommended for *all* outdoor lighting. A recommended maximum per fixture of 180 watts Low Pressure Sodium (LPS), 250 watts High Pressure Sodium (HPS) or Metal Halide (MH), and 400 watts Mercury Vapor (MV, see 8c below) should provide adequate brightness for most campus uses (this equals 20,000 to 33,000 lumens per fixture depending on lamp type), especially when proper design and placement of fixtures is considered.

5) Because energy conservation is and will increasingly be an important consideration, preference should be given to the most efficient lamp type (highest lumens/watt) that is feasibly and effectively used in a given lighting situation. For light intensities typical of large scale outdoor uses, LPS is the most efficient lamp type, followed by HPS, and then MH; MV lamps are substantially less energy efficient; these and MH also produce potentially toxic mercury waste when disposed of, and should therefore be avoided, except in special circumstances where a case can be made for their necessity. Compact fluorescent is very energy efficient and may be feasibly used for some smaller scale lighting needs. LPS lamps may be effectively used where true color rendering is not deemed important for security or other purposes (or where the latter could be provided for by additional individual lights of other types) and are particularly advantageous near the astronomical observatory. Although somewhat true of all lamp



types, MH and especially MV lamps fade in intensity over time, providing less luminance and sometimes altered quality while drawing the same wattage.

~~6) For any areas (such as outdoor sports facilities and outlying parking lots) which are not intended to be used after a certain hour of the night, lights should be turned off after hours of use in order to conserve energy and to limit light trespass onto streets and residential neighborhoods.~~

6) In campus areas which experience very little nighttime usage, it is suggested that illumination be triggered by motion detectors or manual on/off switches wherever feasible. This could be done on an experimental basis.

#### 7) Exceptions

- a) Any state or federal regulations which may take precedence.
- b) Temporary emergency or construction situations which may require additional lighting for performance of specific tasks.
- c) Sporting or other special events, where the special lighting is used only during the event.
- d) Illumination of monuments, structures, or flagpoles, providing every effort is made to direct the illumination so as to minimize light trespass and lateral glare.
- e) Any other situation in which the VSU Administration can make a special case for a variance, subject to consultation with the Environmental Issues Committee of the Faculty Senate.

***This policy shall be reviewed every five years with a date of last revision being noted on the bottom of the document.***

**ATTACHMENT J:**

**Faculty Scholarship and Research Committee Annual Report 2009-2010**

Committee Chair: Brenda Dixey (Fall) & Jennifer Lambert-Shute (Spring)

The Faculty Scholarship and Research Committee met monthly. As of April 22<sup>nd</sup>, the committee met four times in Fall 2009 and three times in Spring 2010.

**Scholarship Funding:**

Beginning Funds: \$178,282.00 + Newly created pool of \$100,000 = \$278,282.00

Total number of Awards made for FY10: 276

Awards granted by College and Division are:

College of the Arts	50
College of Arts and Sciences	90
College of Business Administration	25
College of Education	89
College of Nursing	12
Odum Library	6
Social Work	4

**Research Funding:**

Beginning Funds: \$22,248.00 (including an FY10 budget cut of \$537.00)

Total number of Awards made for FY09/FY10 (as of 03/31/10): 26

Awards granted by College and Division are:

College of the Arts	4
College of Arts and Sciences	14
College of Business Administration	0
College of Education	6
College of Nursing	1
Odum Library	1
Social Work	0

**ATTACHMENT K:**

Library Affairs Committee 2009-2010 Annual Report  
Ransom Gladwin - Committee Chair

The Library Affairs Committee met on November 6, 2009. The following was approved from the Library Affairs/Special Collection Pool:

(Rank ordered)

- 1) \$26,611 Core Collection Materials for all disciplines (request from Library)
- 2) \$29,578.50 to History for primary sources on microfilm (request from History Department)
- 3) \$4,752 Reference Materials for Library and Information Sciences (request from Library and Info Science Dept.)

The Library Affairs Committee met on January 29 2010. The following was approved from the Contingency Fund:

- 1) \$7596.80 Philosophy/Religious and Studies
- 2) \$2392.16 Music Library Committee

**ATTACHMENT L:**

**Minority and Diversity Issues Committee**

**Minutes Oct. 22 meeting**

The question was raised asking if ex officio members' could vote.

Pro – Difficulty getting a quorum at the meetings, a claim that this issue was voted on in the past and ex officio did have right to vote

Against – Might have a bias

Tabled until had an ex officio here and determine how many other committees let their ex officio members vote.

Prayer issue – should we make a recommendation or policy?

Issue brought up because some complaints about students attending functions and starting with a prayer.

Tabled until learn more about the specific complaints.

**Minutes Nov. 4 meeting**

Met with Kimberly Tanner and discussed specifics of prayer issue.

Discussion of when prayer might be acceptable and when it might not be acceptable.

Looked at sample prayer policies at other universities.

Discussed ways to increase awareness of this issue around campus.

**Minority & Diversity Committee Minutes**

<b>Date : 4 February 2010</b>		<b>Time: 5:00 PM</b>	
<b>Location : Odom, Rm 1480</b>			
<b>Chair : Cristobal Serran-Pagan</b>			
<b>Recorder : Nancy Redfern-Vance</b>			
<b>Attending: Karen Sodowsky, Maggie J. Viverette, Denise Bogart, Alicja Rieger, Paula L. McNeill (also proxy for Clyde Edwards who has class at this time), Wilson Huang, Eric Howington, Sheila Wakeley.</b>			
<b>Topic</b>	<b>Discussion</b>	<b>Decision</b>	<b>Responsibility</b>
<b>Prayer at VSU Events</b>	We've discussed the topic of prayer at VSU public events thoroughly for a long while now. It is time to make a decision whether to recommend a policy or make a formal recommendation. More than half of our members are present and therefore we have a quorum, but we can also vote electronically to make the process more transparent if needed. Dr. Serran-Pagan refreshed the committee's memories about the history and our committee's exploration of this issue. It originated with some issues raised by students and faculty re: prayer in the public university setting. Kimberly Tanner researched some institutions that have policies and others that don't. We reviewed the legal cases with University Attorney, Laverne Gaskins.	Voted to submit a recommendation to Faculty Senate from our committee re: concerns that have been raised about prayer at VSU public events.  The vote passed with nine votes in favor of a recommendation rather than a policy.	All members

<b>Raising Awareness</b>	We discussed how each unit can raise awareness re: diversity on campus. A guideline can articulate that prayer at events of student groups where attendance not mandatory is acceptable, but otherwise is not.	Each member go back to own division and spread the word about the proposed recommendation and obtain feedback about what to include in it.	All members
<b>Recommendation</b>	<p>We can explain how this is a proactive response. We may want to share the actual numbers (data) from the report and a short explanatory history of why the committee responded and how the recommendation came about.</p> <p>We might suggest alternative options that have been tried in other universities, such as moments of silence, etc. Ultimately we need to construct a brief, concise statement that someone could take to read at a meeting.</p> <p>Next meeting we will work on language! A one paragraph executive summary should be sufficient and frame it as a best faith effort or as a preventative measure.</p>	<p>Contact the Office of Equal Opportunity Programs &amp; Multicultural Affairs and ask Kimberly Tanner for the Diversity Audit report conducted by the National Multicultural Institute.</p> <p>Each member put together a recommendation between now and next meeting. Send ideas of short paragraphs and put together and when we meet in March, we will wordsmith the recommendation.</p>	<p>Dr. Serran-Pagan</p> <p>All members</p>
<b>Future Action</b>	<p>It will be essential to evaluate the type of actions taken and measure those actions</p> <p>Some options include conducting a panel for students. We might assess if there is a need for a questionnaire, etc.</p> <p>It could be televised or perhaps streamed through the university. We might invite the President to include it on his show or on the VSU website. Students would be invited and could voice their opinions/concerns.</p>	Early Fall would be best for implementing the panel.	All members

**ATTACHMENT M:**

The Minority and Diversity Issues Committee (MDIC)

21 April 2010

Recommendation to the Faculty Senate

Valdosta State University (VSU) is an increasingly diverse community with persons from many social, demographic, and religious backgrounds. In response to the results of the recent diversity audit, the Minority and Diversity Issues Committee recommends the campus community be mindful that public prayer at official VSU events can make attendees feel marginalized. For these events any public prayer should reflect sensitivity to the diverse background of members of our community (e.g., a moment of silence is the most widely accepted practice in North American academic institutions).

## ATTACHMENT N:

Annual Report of the Student Activities Committee  
Made to the Faculty Senate  
May 20, 2010

The Student Activities Committee met on September 24, 2009, November 12, 2009 and March 3, 2010. Minutes of these meetings and this report have been placed on file in the archives at Odum Library.

**Members Attending:** OfŽlia Nikolova – Chair, Bradley Finson - Chair-elect and Secretary, Gina Doepker – past Chair, Chet Ballard, Patrick McGuire, Carol Smith, Wing Lee, Michelle Gilbert, John Barbas, Leisa Marshall, Xavier McClung, Guy Frost, Cindy Prater, Michael Stoltzfus.

**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.

I. 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 to foster collaboration and sharing of information between Faculty Senate and Student Affairs and articulate faculty perspectives on Student Affairs decisions*. The committee thus served as a conduit for information between the Division of Student Affairs and faculty. Accordingly, members of this committee were available to serve on the following student committees within the Division of Student Affairs.

- a. Student Life Committee: OfŽlia Nikolova
- c. Student Communications Board: Patricia Miller
- d. Student Fee Allocation Committee: Brad Finson
- e. Student Crisis Response Committee: Gina Doepker
- f. Student Recreation Center Advisory Board: Michael Stoltzfuss
- g. Health Education/Promotions Advisory Board: Wing Lee
- h. Faculty Senate Student Services: Michelle Gilbert

2. In addition, the Student Activities committee met the following goals for the year (they were):

a. *Elect a Secretary for the Student Activities Committee*. Brad Finson was elected to the position.

b. *Continue to discuss the creation of FAQs on Student Activities for faculty, providing links to information already existing on VSU websites*. It was proposed that a livelier type of information page be put together rather than the FAQs considered previously whose answers are actually available on various VSU pages. This new page should contain facts about VSU student population, including demographics, achievements, new housing options, and a variety of student life activities with the building of the new Student Union.

c. *The Student Activities committee actively disseminates information and recruits appropriate nominations for Who's Who for student recognition for the 2009-2010 academic school year*.

d. *Explore opportunities for enriching student activities with the building of the new Student Union and disseminate information obtained*. Two of the meetings of the SAC in 2009-2010 were dedicated to visiting newly renovated or constructed buildings on campus - Reade Hall, Georgia Hall, and the new Student Union - and familiarizing the committee members with the opportunities these buildings create for student activities.

Respectfully submitted,  
OfŽlia R. Nikolova, Chair

## ATTACHMENT O

### Annual Report of the Student Services Committee Made to the Faculty Senate May 20, 2010 Anita L. Ondrusek, 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 2009 and once during the spring semester of 2010. The minutes of each of these meetings are on file at the Odum library.

#### Financial Aid Appeals Sub-committee Report

Chair: Katharine Adams (COE) SSC Chair-elect, Sen.

<u>Dates (meetings)</u>	<u>#of Appeals</u>	<u>Approved</u>	<u>Denied</u>
July 14, 2009	19	3	16
September 8, 2009	18	6	12
December 8, 2009	18	5	13
January 14, 2010	3	0	3
April 29, 2010	11	3	8
Totals	69	17	52

#### Business Transacted by the 2009-2010 SSC

The Student Services Committee addressed the following issues at its three meetings.

##### 1. Agenda items acted upon at the meeting on September 9, 2009

- Briefing on the role of the SSC as the advisory group for the upcoming equipment funding pool
- Changes to the SSC By-laws
  - Voting Rights of SSC Student Members –Approved Article II, Section 2,d, amendment to allow student members full voting rights.
  - Student Financial Aid Subcommittee, Clarification of Purpose and Procedures – Approved addition to Article II, Section 3, f, to define the Subcommittee’s function and procedures.



- Questions on the Student Health Center – Ad hoc sub-committee comprised of Anita Ondrusek (SSC Chair) , Lori Howard, Ken Smith, and Morgan Alexander (Student representative) was formed to gather information from the Student Health Center director relating to concerns raised by faculty and students.

## 2. Agenda items acted upon at the meeting on October 23, 2009

- Briefing on sub-committee visit to the Student Health Center (SHC) – Sub-committee reported on policies, hours, services, staffing, public desks and signage, and information made available on the SHC web page.
- The SSC requested data on:
  - Waiting periods for appointments
  - VSU No-show rate
  - Ratio of providers to students (VSU and peer institutions)
  - Fees for health service (VSU and peer institutions)
  - Services provided (VSU and peer institutions)

Rob Kellner, Director of Auxiliary Services, agreed to gather information on the requested data and report back to the committee at the next meeting.

## 3. Agenda items acted upon at the meeting on January 29, 2010

- University-wide Parking and Transportation Committee – Approved Hasson Tavossi as the faculty representative from the SSC.
- Student Affairs Equipment Pool Requests – Approved \$49,000 in requests for equipment from the \$50,000 fund.
- Report on health services at peer institutions - Rob Kellner distributed a chart showing numbers of appointments, no-shows, delays in seeing students. Our ratio of providers to students is almost perfect according to ACHA benchmarks (1 provider per 3,054 students).
- Report of the Student Health Center Communication Sub-committee - Ken Smith distributed the report with recommendations regarding appointment histories, improving signs in the SHC, and further developing the SHC Web page. Mr. Kellner agreed to take the Sub-committee report into consideration and keep the committee informed on items of concern.

Concluding recommendations on the concerns about the Student Health Center

A number of questions about services that can be answered with statistics have been answered.

Lori Howard (member of the ad hoc Sub-committee on the Student Health Center) reports that

Lynnette Lewis is working on signage with a third party.

The Sub-committee has heard nothing on the suggestions related to better dissemination of information to students via the web page of the Student Health Center.

Respectfully submitted,

Anita L. Ondrusek, Chair

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*Student Services Roster*

Anita Ondrusek (LIB) Chair, Sen.

Katharine Adams (COE) Chair-elect, Sen.

Luis Bejarano (A&S) Past Chair, Sen.

M. PufferRothernberg (LIB) Secretary

Kyoung-Im Park (COA)

Karen Jacobsen (A&S)

Lori Howard (COE)

Pat Miller (A&S)

Ken Smith (LIB)

Michael Smith (A&S)

Dixie Haggard (A&S)

James Holland (CON)

Hasson Tavossi (A&S)

Dawn Cadogan (LIB)

Jill Geltner (COE)

Student: Morgan Alexander

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

*Student Financial Aid Subcommittee*

Ex officio: Russ Mast

## ATTACHMENT P

### Faculty Senate's Technology Committee & IT Budget Pools Advisory Board 2009 – 2010 Academic Year Summary Report

Prepared and Submitted by Jerry Merwin, Chair  
April 26, 2010

This year the Faculty Senate's Technology Committee reviewed and discussed a variety of routine topics and issues, including: approving the old by-laws, reviewing plans for the Student Response system (aka clickers), faculty mailing list moderation, access to online Students' Opinions of Instruction (SOI), security issues, and other topics.

Several meetings involved discussion of more substantive issues. The main focus for the year relates to the new role for the Technology Committee in reviewing procedures for planning and implementation of the Budget Pools for Computer Replacement (\$300,000) and IT Infrastructure (\$400, 000). In keeping with the new campus-wide process for shared governance and budget review, the Senate Technology Committee was expanded to include representatives from the Advancement, Business and Finance, and Student Services Divisions. The Vice Presidents of each Division named representatives to serve on the IT Budget Advisory Board.

Open meetings related to the budget were held on several dates and at both afternoon and evening times to facilitate the involvement of everyone in the VSU Community. Detailed information about the IT Budget Pools can be found at: <http://www.valdosta.edu/it/reports/> (Accessible only from campus)

The IT Budget Advisory Board approved the plan by the IT Division to explore the implementation of a Virtual Desktop Infrastructure (VDI) system that would reduce the costs associated with individual PCs at every work station or desk. We will hear more about this project as it is evaluated and tested.

Security issues related to disparate systems requiring multiple faculty and staff logins, usernames and passwords were discussed. The question was posed: Is there a single-login portal in our future? The answer is that there is not likely to be a simple solution, because we have many systems that operate independently and there are challenges in having a single point of access.

Plans were discussed for limiting the Administrative Login on PCs. The IT staff provided many reasons that support this change and advised that overall improvements in security will be realized. Faculty or staff members who wish to go through training on the secure use of Administrative Logins will be able to maintain this level of access.

Some faculty members have requested that IT set up class rolls to display the student photos from OneCard. This would help professors learn the names of students and help verify identification for testing. The IT staff members have done extensive research on this topic and found that the Family Educational Rights and Privacy Act (FERPA) requires written permission from parents for inclusion of photos for students younger than 18. While there might be further discussions on this topic, it seems that the logistics problems with acquiring parental permission and maintaining the records might be prohibitive.

Changes in email access: Beginning in May, IT staff will be implementing a change to move email access from BlazeNet to Windows Live. This change will accomplish several goals:

- There will be a significant budget savings as a result of cancelling the software licensing for the application required to operate BlazeNet.
- All VSU employees will be able to access their email from anywhere using a browser and going to Outlook on the Windows Live site.
- Windows Live also provides access to online sharing of documents, group calendars, and other productivity applications that will improve opportunities for collaboration.
- Staff, Faculty, and Administrators will still be able to access email using Outlook on their PCs. The new system will provide synchronization that allows users to see email messages both online and at the local PC. A message sent from the Outlook on Windows Live will show up in the "Sent" folder on the PC.

One change required with the new email system is that faculty, staff, and others who do not currently use MS Outlook for their email application will have a staff person from IT visit the office to set up the new account. In some cases, older applications will not meet the requirements for secure access to the email server. In these cases, users will have to switch to MS Outlook to safely use email or simply use the online email through Windows Live.

Active Directory will be available later this year. This will allow VSU employees to access their "desktop" from other computers both on and off campus. Many will find this extremely helpful.

Meetings this year:

- September 25, 2009
- October 26, 2009 – Evening Meeting to discuss IT Budget Pools (All VSU Community Members Invited)
- November 6, 2009– Afternoon Meeting to discuss IT Budget Pools (All VSU Community Members Invited)
- February 22, 2010 – Afternoon Meeting to discuss IT Budget Pools (All VSU Community Members Invited)
- April 13, 2010